

**DEAN OF THE FACULTY OF PHARMACY OF UNIVERSITAS GADJAH MADA**

**DECREE OF THE DEAN OF THE FACULTY OF PHARMACY**

**UNIVERSITAS GADJAH MADA**

**NUMBER 14.01.07/UN1/FFA/UP/SK/2022**

**REGARDING**

**ACADEMIC REGULATION OF THE DOCTORAL PROGRAM**

**IN PHARMACEUTICAL SCIENCES**

**FACULTY OF PHARMACY OF UNIVERSITAS GADJAH MADA**

**DEAN OF THE FACULTY OF PHARMACY OF UNIVERSITAS GADJAH MADA,**

Considering : a. that in order to carry out academic activities for students of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada, it is deemed necessary to stipulate an Academic Regulation for the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;

b. that based on the considerations as referred to in letter a, it is necessary to stipulate a Dean Decree;

In view of : 1. Law Number 12 of 2012 concerning Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);

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2. Government Regulation Number 67 of 2013 concerning the Statute of Universitas Gadjah Mada (State Gazette of the Republic of Indonesia of 2013 Number 165, Supplement to the State Gazette of the Republic of Indonesia Number 5454);
3. Government Regulation Number 4 of 2014 concerning the Implementation of Higher Education and Management of Higher Education (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
4. Government Regulation Number 57 of 2021 concerning National Education Standards (State Gazette of the Republic of Indonesia of 2021 Number 87, Supplement to the State Gazette of the Republic of Indonesia Number 6676);
5. Regulation of the Minister of Education and Culture Number 3 of 2020 concerning National Standards for Higher Education (State Gazette of the Republic of Indonesia of 2020 Number 47);
6. Regulation of the Board of Trustees of Universitas Gadjah Mada Number 4/SK/MWA/2014 concerning Organization and Governance of Universitas Gadjah Mada as last amended by Regulation of the Board of Trustees of Universitas Gadjah Mada Number 2 of 2020 concerning the Fifth Amendment to the Regulation of the Board of Trustees of Universitas Gadjah Mada Number 4/SK/MWA/2014

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concerning Organization and Governance of Universitas Gadjah Mada;

7. Regulation of the Chancellor of Universitas Gadjah Mada Number 15 of 2017 concerning Academic Standards of Universitas Gadjah Mada;

Observing : Plenary Meeting of the Senate of the Faculty of Pharmacy of Universitas Gadjah Mada on 20 May 2022

HAS DECIDED

To stipulate : DEAN DECREE REGARDING THE ACADEMIC REGULATION FOR THE DOCTORAL PROGRAM IN PHARMACEUTICAL SCIENCES OF THE FACULTY OF PHARMACY OF UNIVERSITAS GADJAH MADA

First : To stipulate the enactment of the Academic Regulation for the Doctoral Program of Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mad as contained in the Appendix to this Decree.

Second : The Academic Regulation, as referred to in the First Dictum, shall come into force for students of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada batch 2020.

Third : For students of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada before the batch as referred to in the Second Dictum, they still follow the 2017 Academic Regulation of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada.

Fourth : This decision applies from the date set.

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Issued in Yogyakarta

On 1 July 2022

Dean,

Prof. Dr. apt. Satibi, M.Si.

Employee ID No.197402181999031002

Copy:

1. Vice Dean for Academic and Student Affairs.
2. Head of Administration Office.
3. Head of Academic and Student Affairs Section.
4. Head of the Doctoral Program of Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada.

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**APPENDIX OF THE DECREE OF THE DEAN OF THE FACULTY OF PHARMACY  
OF UNIVERSITAS GADJAH MADA**

**NUMBER : 14.01.07/UN1/FFA/UP/SK/2022**  
**DATE : 1 JULY 2022**  
**REGARDING : ACADEMIC REGULATION OF THE DOCTORAL PROGRAM  
IN PHARMACEUTICAL SCIENCES OF THE FACULTY OF  
PHARMACY OF UNIVERSITAS GADJAH MADA**

**ACADEMIC REGULATION OF THE DOCTORAL PROGRAM IN  
PHARMACEUTICAL SCIENCES  
FACULTY OF PHARMACY OF UNIVERSITAS GADJAH MADA**

**CHAPTER I**

**GENERAL TERMS**

**ARTICLE 1**

In this regulation, what is meant by:

1. Faculty is the Faculty of Pharmacy of Universitas Gadjah Mada;
2. Dean is the Dean of the Faculty of Pharmacy of Universitas Gadjah Mada;
3. Study Program (abbreviated as *Prodi*) is the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;
4. Head of Study Program is the Head of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;

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5. Secretary of Study Program is the Secretary of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;
6. Lecturer is a Lecturer of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;
7. Promoter is the main supervisor of the dissertation, and Co-promoter is the assistant supervisor of the dissertation;
8. Students are program participants who have been registered in the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada;
9. Promovendus is a student of the Doctoral Program in Pharmaceutical Sciences of the Faculty of Pharmacy of Universitas Gadjah Mada who has passed the dissertation research proposal examination;
10. Dissertation is an academic paper resulting from research conducted independently by promovendus with the guidance of the Promoter and Co-promoter;
11. The Dissertation Committee is a team determined by the Dean, consisting of the Manager of Study Program and the head of the laboratory within the faculty.
12. International students are students who are not Indonesian citizens who have obtained permission from the Directorate General of Higher Education, Research, and Technology of the Ministry of Education, Culture, Research, and Technology to take part in a Study Program at Universitas Gadjah Mada;
13. Reputable international scientific journals are scientific journals published by world-renowned professional associations or credible universities or publishers, indexed in reputable international databases recognized by the Ministry (e.g., Web of Science and/or Scopus) with SJR journals above 0.1 or having a JIF of at least 0.05; does not have the

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status of discontinued and canceled coverage in Scopus/SCImagojr at the time of submission.

14. International scientific journals are scientific journals published by universities or credible publishers and indexed by reputable international databases (e.g., Web of Science and Scopus) with journal SJR less or equal to 0.1 or having JIF less than 0.05 at the time of submission (submitted).
15. Accredited national scientific journals are scientific magazines that meet the criteria as national journals and receive accredited status from the Ministry with the appropriate validity period of accreditation results.
16. National scientific journals are scientific journals published in Indonesia and not yet accredited.
17. National seminar is a seminar organized by professional associations, universities, or reputable scientific institutions; and speakers and participants come from various universities/scientific institutions of national scope.
18. International seminars are seminars organized by professional associations, universities, or reputable scientific institutions; the language of instruction used is the official language of the UN (Arabic, English, French, Russian, Spanish, and Chinese); and the presenters and participants come from various countries (at least 4 (four) countries).
19. International Proceedings are proceedings originating from international seminars, written in UN official languages (Arabic, English, French, Russian, Spanish, and Chinese), editors from various countries according to their fields of knowledge, and authors from at least 4 (four) countries, and has an ISBN.

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20. Judisium is a meeting held to determine graduation and predicate based on the combined Grade Point Average (GPA) for the entire learning process.
21. Grade Point Average (GPA) is a number that shows student achievement or learning progress cumulatively starting from the first semester to the last semester taken and is used as a criterion in the evaluation of studies at the end of the education stage.
22. Masters Towards Doctoral Education for Superior Undergraduates (PMDSU) is a scholarship scheme for accelerating postgraduate studies for superior (fresh) undergraduates who are willing to take Masters – Doctoral Education within 4 (four) years under the guidance of a reliable promoter at the host university.

## **Article 2**

### **Education Objectives**

The implementation of the Doctoral Program (S3) in Pharmaceutical Sciences of the Faculty of Pharmacy aims to:

- a. Produce a Doctorate in Pharmacy with the spirit of Pancasila, innovation, excels nationally, and gains international recognition.
- b. Produce research works applicable in the field of pharmacy and health.
- c. Produce research-based community service works to solve the nation's and humanity's problems.

## **Article 3**

### **Program Executor**

The Doctoral Program in Pharmaceutical Sciences at the Faculty of Pharmacy of Universitas Gadjah Mada is organized by the Faculty and carried out by the Head and Secretary of the Study Program.

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## **Article 4**

### **Academic Activities**

1. Students who can participate in academic activities are those who are actively registered at the university in the current semester.
2. The academic activities referred to in verse (1) include but are not limited to activities in the form of lectures, practicum, fieldwork practice, dissertation research, consultation, mentoring, examinations, seminars, and other matters related to academics.
3. Students who take part in academic activities must comply with university regulations, faculty regulations, and other applicable regulations.

## **CHAPTER II**

### **PROSPECTIVE STUDENTS**

## **Article 5**

### **Applicant Requirements**

1. Academic requirements for prospective students of the Doctoral Program by regular:
  - a. Graduates of the Master Program of Pharmaceutical Sciences or specialist I in the pharmaceutical field accredited A with a Grade Point Average (GPA) of at least 3.25; or accredited B with a GPA of 3.75; or at least 3.00 with 3 (three) scientific works, one of which is published in an international scientific journal or an accredited national scientific journal and/or a quality book in accordance with the field of science as the first author.
  - b. Graduates of the Master Program from the appropriate field of science and/or related to Pharmaceutical Sciences, accredited A with a Grade Point Average (GPA) of at

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least 3.50; or accredited B with a GPA of 3.75; or has a GPA of 3.50 with 3 (three) scientific works, one of which is published in an international scientific journal or an accredited national scientific journal and/or a quality book according to the field of science as the first author.

- c. Students of the Master Program in Pharmaceutical Sciences at the Faculty of Pharmacy of Universitas Gadjah Mada who have not carried out thesis research, have taken all courses in 2 (two) semesters, with a minimum GPA of 4.00; and will be assessed by the selection team by taking into account the applicable regulations at the University.
  - d. Prospective students from the study program graduates from the field of science who do not meet the provisions of article 5 paragraph (1a to 1c) are allowed to be accepted as students of the Pharmacy Doctoral Study Program after receiving an assessment from a special team formed by the Dean for this purpose.
  - e. Have an Academic Potential Test (TPA) value greater than or equal to 550 (five hundred and fifty) and a standard value of English Language Proficiency equivalent to a Test of English as Foreign Language (TOEFL) value greater than or equal to 500 (five hundred).
2. Academic requirements for prospective students of the Doctoral Program by research:
    - a. Graduates of the Master Program of Pharmaceutical Sciences or specialist I in the pharmaceutical field accredited A with a Grade Point Average (GPA) of at least 3.25; or accredited B with a GPA of 3.75; or at least 3.00 with 3 (three) scientific works, one of which is published in an international scientific journal or an accredited

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national scientific journal and/or a quality book in accordance with the field of science as the first author.

- b. Graduates of the Master Program from the appropriate field of science and/or related to Pharmaceutical Sciences, accredited A with a Grade Point Average (GPA) of at least 3.50; or accredited B with a GPA of 3.75; or has a GPA of 3.50 with 3 (three) scientific works, one of which is published in an international scientific journal or an accredited national scientific journal and/or a quality book according to the field of science as the first author.
  - c. Have an Academic Potential Test (TPA) value greater than or equal to 550 (five hundred and fifty) and a standard value of English Language Proficiency equivalent to a Test of English as Foreign Language (TOEFL) value greater than or equal to 500 (five hundred).
  - d. Prospective students, before registering, must have obtained approval and the ability to guide from prospective promoters.
  - e. Preference will be given to prospective students who already have grants or research fees from their original institution or other sources as evidenced by valid documents.
3. Administrative Requirements:
- a. Proof of payment for registration as an applicant
  - b. Certified copies of diplomas and academic transcripts
  - c. Proof of scientific work required
  - d. Proof of additional education that has been carried out (if any)
  - e. Scientific activities that have been followed
  - f. Curriculum vitae

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- g. The research proposal design is made in accordance with the guidelines for writing a dissertation research proposal design
  - h. Permission letter from superior for those who have worked
  - i. Recommendations from 2 (two) people who are relevant and competent with the applicant's academic qualifications/competencies given online during the registration process.
  - j. Promissory note of prospective promoters for prospective students of the Doctoral Program by research.
4. Health Requirements: prospective students must be physically and mentally healthy, as stated by a certificate from a medical doctor and a drug-free certificate.
5. Prospective students who do not meet the standard of English language proficiency as referred to in verses (1) letter e or (2) letter c, may be accepted as students of the Doctoral Program of Pharmaceutical Sciences with the following conditions:
- a. Prior to the comprehensive examination, students can improve their English proficiency score through a special test administered by the University or other test institutions recognized by the University.
  - b. In the period as referred to in verses (1)e or (2)c still does not meet the criteria referred to, then in the first year after being accepted, students are required to take part in an Academic English Course organized by the University or other institutions recommended by the University and receive a certificate of participation.
  - c. In the event that the student reaches the standard of English proficiency as referred to in verses 1(c) or (2)e within the time referred to, the student does not need to continue to participate in the Academic English Course.

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- d. In the event that the University based on the Rector's Decree for certain reasons accepts students who do not meet the standard values as referred to in verses 1 letters a-e for the Doctoral Program by regular and paragraph 2 a-c for the Doctoral Program by research, it can be substituted with other requirements, namely:
  - i. International scientific publications as the first author, outside of graduation requirements
  - ii. Other abilities considered equivalent to the requirements of the Doctoral Program approved by the Dean.
6. In the event that there is a special program from the Government of the Republic of Indonesia relating to special procedures and/or qualifications in the admission of new students, its implementation will be regulated by a separate regulation.

## **Article 6**

### **Application Procedure**

1. Prospective students register online at the website <http://www.um.ugm.ac.id>, then upload other registration files required by the Study Program through the website for the Doctoral Program of Pharmaceutical Sciences;
2. For those interested in obtaining a Ministry scholarship or other scholarships, the time to submit an application is adjusted to the relevant budget period.

## **Article 7**

### **Prospective Student Admission Selection**

1. The selection of prospective students for the Doctoral Program consists of an administrative selection at the University's Academic Administration Directorate and an interview selection in the Study Program.

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2. Determination of the prospective student selection results is carried out in a selection team meeting consisting of the Chair and Secretary of the Study Program and the Dean Team.
3. The prospective student selection is based on: the results of English language proficiency and Academic Potential Test (TPA), background knowledge, suitability of research proposal design, personality and integrity, and other requirements.
4. The selection results are reported by the Dean to the University, and the results of the selection are announced by the University.
5. The prospective international student (WNA) selection is carried out separately, based on the documents submitted.
6. Prospective international students who will take part in the Doctoral Program at the Faculty of Pharmacy of UGM must obtain permission from the relevant ministry, and must follow the immigration rules.
7. All provisions that apply to Indonesian citizens also apply to international students unless the financing provisions are specifically regulated in accordance with applicable regulations.

### **CHAPTER III**

#### **EDUCATION PROCESS AND SYSTEM**

##### **Article 8**

##### **Education Systems**

1. The education system implemented consists of two pathways, namely the regular doctoral program and the doctoral program by research.
2. Each academic year is divided into 2 (two) semesters.

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3. Educational load related to student study load and lecturer teaching load is stated in Semester Credit Units (SKS).
4. The education system for the Doctoral Program is carried out according to a 3 (three) year roadmap with the following stages:
  - a. Semester 1 (one) is a lecture period, proposal preparation, and proposal examination.
  - b. Semester 2 (two) to 6 (six) is the research stage and dissertation completion.

## **Article 9**

### **Lecturers, Promoters, and Co-Promoters**

1. Lecturers of the Doctoral Program must hold the title of Doctor and have a functional position of at least Lecturer or its equivalent.
2. Promoter is a lecturer at the Faculty of Pharmacy UGM who holds a Doctorate degree and has at least the functional position of Head Lecturer or its equivalent, has at least 2 (two) publications in international scientific journals, and for the last 5 (five) years has at least 1 (one) publication in reputable international journals.
3. Co-promoter is a lecturer who holds a Doctorate degree or holds a specialist consultant in the field of science according to his dissertation topic, with a functional position of at least Lecturer or its equivalent. Co-promoters can come from institutions outside the UGM Faculty of Pharmacy.
4. Neither the promoter nor the co-promoter may have a family relationship either by birth or marriage with the student who will be mentored.
5. Promoters and Co-promoters are in charge of:
  - a. provide quality consulting in the field of research, including making research proposals, conducting research, and writing a dissertation.

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- b. ensure the weight and implementation of research in accordance with applicable requirements and on time.
  - c. ensure the fulfillment of publication requirements for promovendus.
6. Other provisions of verses (1) and (2) may be determined by the Dean by considering the particular expertise and specialization of the person concerned.

## **Article 10**

### **Load and Length of Study**

1. The length of study for the Doctoral Program is a maximum of 10 (ten) semesters.
2. The length of study, as referred to in verse 1, is calculated from being registered as a student until graduation.
3. The study load for students of the Doctoral Program of Pharmaceutical Sciences Program is 46 – 50 credits, consisting of lecture and dissertation preparation activities.
4. Dissertation preparation activities include but are not limited to the preparation of a Research Proposal, Dissertation Research, Presentation of Dissertation Research Results, Dissertation Feasibility Assessment, and Dissertation Examination.
5. Doctoral Program participants who have not successfully completed their studies within the specified time limit are declared failed and are not allowed to continue their studies.
6. Academic leave can be granted after the promovendus has passed the examination of all charged courses and the proposal examination, with a maximum length of the leave of a total maximum of 2 (two) semesters during the study period.
7. If promovendus will be reactivated from study leave, promovendus must submit an application to be active again to the Dean through the applicable system (Simaster) in accordance with the stipulated time.

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8. Promovendus who do not participate in academic activities without a study leave permit, their existence is still calculated, and the period of study is calculated, and is still subject to the obligation to pay a Single Tuition Fee (UKT).
9. The types and number of courses taken by students are determined based on the main research fields and student supporting research fields with the guidance of the Study Program manager and/or prospective Promoter Team.

## **Article 11**

### **Study Plan and Study Results**

1. Students are required to fill out a study plan according to the specified filling time before starting academic activities each semester.
2. After the academic activities of the lectures end and after the processing of academic administration is completed, students receive the study results.

## **Article 12**

### **Dissertation Consultation**

1. The advisor team consists of one Promoter and a maximum of 2 (two) Co-promoters, with the Promoter from the Faculty of Pharmacy UGM. Maximum 1 (one) Co-promoter can come from institutions outside UGM.
2. The quota as a Dissertation Advisor is a maximum of 15 (fifteen) students per lecturer in the current year without limiting the composition of the number of advisors as Promoters or Co-promoters; and for lecturers who do not meet the requirements as Promoters, they can become Co-promoters for a maximum of 15 (fifteen) students.
3. Students must actively seek to receive routine consultation from the Promoter Team by completing the available consultation form.

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4. Students with consultation by the Promoter Team are required to prepare a dissertation research proposal to be presented at the proposal examination.
5. Promovendus can carry out all activities on or off campus during the study, and is required to report the results every month to the Promoter Team.
6. Promovendus conducting dissertation research outside the UGM campus must attach a permit to conduct research from the institution where promovendus conducts research.
7. Promovendus is required to submit a written report known to the Promoter about the progress of the study results at the end of each semester to the Study Program Manager with the endorsement of the Promoter Team.
8. The Promoter Team routinely and intensively guides students in preparing research proposals, preparing the proposal examination, conducting research, writing dissertation, and preparing for the final examination.
9. Evaluation of academic ability is carried out through lecture examinations, dissertation research proposal examination, monitoring and evaluation through dissertation research progress sessions, research progress seminars (for research), presentation of dissertation research results, dissertation manuscript feasibility assessment, and the dissertation closed defense.

## **CHAPTER IV**

### **DISSERTATION**

#### **Article 13**

##### **Criteria**

The dissertation must have novelty values, both in the form of new inventions and innovations.

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## Article 14

### Proposal Examination

1. Proposal Examination is an examination conducted by the Study Program on a dissertation research proposal submitted by students and approved by the Promoter Team.
2. Proposal examination is conducted prior to the commencement of dissertation research and carried out at a time determined by the Study Program Manager.
3. The Examiner Team for the Proposal Examination is determined by the Dean at the suggestion of the Head of the Study Program based on the results of the Dissertation Committee meeting.
4. The Examination Proposal Team consists of a Head of the Examiner Team concurrently a member, the Promoter Team and 3 (three) experts in the relevant field of science, with the academic qualifications of a Doctorate or equivalent, with a functional position of at least Lecturer or its equivalent as a member.
5. Members of the Examiner Team must not have a family relationship either by birth or marriage with the student to be examined.
6. Proposal exam includes: mastery of research methodology in the field of science, mastery of material in the field of science both basic and specific, reasoning ability including abstraction ability, systematization ability, and formulation of thought results.
7. The decision on the examination results is determined by the Examiner Team meeting and submitted directly to students and reported to the Study Program Manager.
8. Decisions on the Proposal Examination results, as referred to in verse (9), are in the form of:
  - a. Test scores

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- b. Pass status:
  - i. Passed
  - ii. Passed with revision
  - iii. Not passed
9. Students who are declared passed with revisions are required to revise their proposals within a maximum of 3 (three) months after the examination and be approved by the Examiner Team. If, within 3 (three) months, the student has not submitted a proposal that has been approved to the Study Program, then the student must repeat the proposal examination. The score used is the score of the last proposal examination.
10. For students who are declared not passed, they must repeat the proposal examination (Proposal Reexamination) within 6 (six) months after the first Proposal Examination is carried out.
11. Students must take a proposal reexamination if:
  - a. Did not pass the proposal exam
  - b. Change the topic of the dissertation research with the approval of the promoter
  - c. Unable to complete the proposal revision within three months as in verse 9.
12. The proposal reexamination, as stated in verse (11), can be carried out a maximum of 2 (two) times. If in the second proposal reexamination, the student still fails to pass, they are declared unable to continue their studies and are allowed to resign.

## **Article 15**

### **Dissertation Research**

1. Dissertation research is carried out after the promovendus is declared to passed the proposal exam.

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2. Promovendus is required to always communicate and consult with the Promoter Team and fill in the dissertation research activity log book, which is legalized by one of the Promoter Team.
3. For the promovendus by regular, they are required to take the Dissertation Progress Monitoring and Evaluation Examination, and make a report on the progress of the dissertation research, which is known by the Promoter according to the schedule and applicable regulations.
4. For the promovendus by research, they are required to conduct a Research Result Seminar every semester according to the applicable schedule.

#### **Article 16**

##### **Dissertation Organization**

1. The dissertation is prepared on the basis of research results under the consultation of the Promoter Team.
2. The dissertation is written in Indonesian or English with the approval of the Promoter Team according to the format and procedures for writing the dissertation applicable in the Study Program.

#### **Article 17**

##### **Monitoring and Evaluation Examination of Dissertation Research Results**

1. The Monitoring and Evaluation Examination of Dissertation Research Results apply to the promovendus by regular.
2. Promovendus is required to undergo Monitoring and Evaluation (Monev) activities for the research implementation, which is carried out 4 (four) times, namely at the end of each semester and starting at the end of semester 2 (two).

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3. The requirements for participating in the Monitoring and Evaluation of Dissertation Research Results are regulated in the Academic Quality Procedure.
4. In Monev activities, promovendus must convey the progress of their research results in front of the Promoter and Study Program Management Team.
5. The results of the Dissertation Research Monitoring and Evaluation Examination are in the forms of:
  - a. Letter score
  - b. Written report on dissertation progress

## **Article 18**

### **Dissertation Research Results Seminar**

1. As another form of monitoring and evaluation of dissertation research, the promovendus by research are required to attend the Seminar on Dissertation Research Results.
2. Promovendus is required to participate in the Seminar on Dissertation Research Results, which is conducted 4 (four) times, namely at the end of each semester and starting at the end of semester 2 (two).
3. The requirements for participating in the Dissertation Research Results Seminar are regulated in the Academic Quality Procedure.
4. Promovendus must present the results of his research in front of his colleagues in the study program, the promoter team, and the manager of the Study Program.
5. The results of the Seminar Exam are:
  - a. Letter score
  - b. Written report on dissertation progress

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## Article 19

### Dissertation Research Results Exposure Examination

1. For promovendus who have completed their dissertation research, they are required to take the Dissertation Research Result Exposure Examination.
2. Promovendus submits a proposal to the Examiner Team for the results of the dissertation research to the Study Program Manager after being approved by the Promoter Team.
3. The Dean, on the input of the Dissertation Committee, determines the Examiner Team for the Examination Results of the Dissertation Presentation consisting of a Chair of the Examining Team concurrently a member, the Promoter Team and 3 (three) experts in the relevant field of science, with academic qualifications of Doctoral or equivalent, with functional positions at least a Lecturer or equivalent, as a member and having a field of knowledge that is closely related to the content of the dissertation.
4. Members of the Examining Team may not have family relations either by birth or marriage with the promovendus to be tested.
5. The Chairperson of the Session determines the graduation of the promovendus based on the assessment by the Examining Team.
6. The results of the Dissertation Research Exposure Examination are in the forms of:
  - a. Dissertation Research Exposure Examination Score
  - b. Dissertation Research Exposure Examination passing status
    - Passed and can continue with the finalization of dissertation writing
    - Passed with the addition of Research data without a retrial
    - Failed
7. Promovendus who is declared failed must run a reexamination after adding data.

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## **Article 20**

### **Publication of Dissertation Research Results**

1. Promovendus in all doctoral education, both regular and by research, are required to publish the results of Dissertation Research.
2. The promovendus concerned must be the first author of all publications, as referred to in verse (1).
3. The publications produced can be in the form of review articles or in the form of articles originating from research results related to the dissertation topic and as the first author; and each publication must include the name of the Promoter Team in the authorship, and the Promoter or Co-promoter from UGM as the corresponding author.
4. Promovendus must list UGM as its first affiliate.
5. Especially for promovendus by research, publications will be rated with a load equivalent to 6 (six) credits, and the publication assessment will be regulated using the publication scoring rubric.

## **Article 21**

### **Dissertation Script Feasibility Assessment**

1. Promovendus, who is declared to have passed the examination in accordance with Article 19 verse 6a, has the right to submit a dissertation text to the Study Program Manager to be assessed for feasibility after being compiled and approved by the Promoter Team.
2. Prior to conducting a Dissertation Manuscript Feasibility Assessment, Promovendus must already have 2 (two) manuscripts that have been accepted for publication in scientific journals, one of which is a reputable international journal (for regular), and 2 (two) manuscripts in a reputable international journal (by research).

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3. The assessment team has a maximum of 1 (one) month from the receipt of the manuscript to provide written answers regarding the feasibility assessment to the Study Program Manager.
4. The Head of the Study Program invites the Assessment Team and the Promoter Team to the Dissertation Paper Feasibility Assessment Session to present the results of the assessment. The basis for assessing the feasibility of a dissertation includes: material, reasoning ability, methodology, writing, and consistency of description.
5. The results of the Feasibility Assessment of the Dissertation Manuscript are in the forms of:
  - a. letter score
  - b. written report from the Assessment Team
  - c. statement of the feasibility of the Dissertation manuscript from the Assessment Team.

## **Article 22**

### **Closed Defense**

1. Promovendus must take the Dissertation Closed Defense which is part of the dissertation implementation.
2. The closed defense is held no later than 3 (three) months after the Dissertation Feasibility Assessment.
3. The Dean as referred by the Dissertation Committee determines the Dissertation Closed Defense Team consisting of 9 (nine) people consisting of the concurrent Chairperson, the Promoter Team, the Dissertation Feasibility Assessment Team, and examiners outside the Assessment Team, one of which is from outside UGM. The examiner's qualification is a

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Doctorate academic degree or its equivalent with a minimum functional position of Lecturer or its equivalent.

4. Members of the Examining Team may not have family relations either by birth or marriage with the promovendus to be examined.
5. The Closed Dissertation Defense is led by a Dean/Dean element who is not a Promoter Team.
6. The Closed Defense Assessment includes but is not limited to: mastery of the material, reasoning, methodology, writing, and description.
7. The Closed Defense results are scored with a weight of 15 credits
8. In addition to the Closed Defense scores, the examiner team provides recommendations for Promovendus achievements:
  - a. Passed without revision;
  - b. Passed with revision, no later than (three) months; if the revision takes more than 3 (three) months, the promovendus must repeat the closed defense.
  - c. Not passed, then there will be an opportunity to take 1 (one) reexamination dissertation, no later than 1 (one) year.
9. If promovendus:
  - (i) does not pass the reexamination as in verse (8) c, or
  - (ii) does not take the reexamination, then they are declared not passed the Doctoral Program.
10. Promovendus is declared passed the Closed Dissertation Defense if they get an average score of more than or equal to 70 (seventy).

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## **Article 23**

### **Doctoral Promotion**

1. Doctoral promotion is one of the academic activities as a substitute for graduation which can be chosen based on the wishes of the promovendus as a form of dissemination of study results.
2. Doctoral promotion can also be proposed by the Study Program as a form of appreciation for outstanding dissertation contributions to scientific and institutional development by considering the recommendations of the Examiner Team.
3. Doctoral promotion is only given to Promovendus, who have passed the Closed Dissertation Defense with a Grade Point Average (GPA) of more than 3.50 (three point five zero).
4. The Doctoral Promotion referred to in verse (2) is organized and becomes the responsibility of the Faculty.

## **Article 24**

### **Doctoral Promotion Implementation**

1. Doctoral promotion is carried out openly, chaired by the Dean or assigned by the Dean, attended by the same Examining Team as the Closed Defense Examiner Team, and invited participants.
2. Doctoral promotion is carried out by question and answer between the Examining Team and promovendus for 45 minutes.
3. After the question and answers are complete, the Examiner Team holds a Judicial Meeting to determine the graduation predicate led by the Head of the Examining Team.

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4. The graduation predicate is determined by considering all test results obtained during the study.
5. Promovendus who is declared passed will receive a graduation predicate as stated in Chapter V Article 30.
6. The Chair of the Doctoral Promotion Session announces the results of the Judiciary and the graduation predicate after considering the results of the evaluation during Doctoral studies and submits the Doctoral diploma on behalf of the Rector.

## **CHAPTER V**

### **ACADEMIC ASSESSMENT AND STUDY RESULTS EVALUATION**

#### **Article 25**

##### **Academic Assessment**

1. To assess academic activities, an absolute scoring system is used.
2. Promovendus who resign from academic activities or do not meet the learning evaluation requirements are declared not passed.
3. The score of the course used to determine the Grade Point Average (GPA) is the highest score ever achieved by promovendus.

#### **Article 26**

##### **Study Process Evaluation**

1. The study process monitoring and evaluation are based on student achievement.
2. The monitoring and evaluation, as referred to in verse 1, is carried out in two stages, namely:
  - a. Initial study evaluation

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- b. Final study evaluation
3. The initial study evaluation is carried out with the following conditions:
    - a. Students who have not passed the comprehensive exam until the end of semester 3 (three) are given the opportunity at most 1 (one) additional semester to complete the proposal exam.
    - b. If students cannot achieve the study progress within the time limit of 1 (one) additional semester as referred to in letter a, they are not allowed to continue their studies, and are declared to have resigned.
    - c. In the event that students are given the opportunity as referred to in letter a, the Study Program issues the First Warning Letter, Second Warning Letter, and Third Warning Letter.
  4. The Final Study Evaluation for Doctoral Program Students is carried out with the following conditions:
    - a. Students who cannot complete all academic activities with a GPA of at least 3.25 (three point two five) until the end of semester 6 (six) and do not meet the publication requirements will be given the First Warning Letter (SP 1).
    - b. Students who have not completed all academic activities with a GPA of at least 3.25 (three point two five) until the end of semester 7 (seven) and have not met the publication requirements will be given the Second Warning Letter (SP 2).
    - c. Students who have not completed all academic activities with a GPA of at least 3.25 (three point two five) and have not met the publication requirements until the end of semester 8 (eight) will be given the Third Warning Letter (SP 3) and given the opportunity to complete their studies for 2 (two) semesters at maximum.

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- d. In the event that students are unable to complete their studies as referred to in letter c, they are not allowed to continue their studies and are declared to have resigned.

## **Article 27**

### **Terms of Resignation or Drop Out**

1. The University determines a Promovendus to resign or drop out from the Study Program based on the proposal and consideration of the Faculty.
2. The determination of a Promovendus to resign or drop out, as referred to in verse (1), is no later than 1 (one) month after receiving the proposal and consideration from the Faculty.
3. Promovendus may submit an application for resignation before being determined as resigned or dropped out as referred to in verse (2).
4. In the event that Promovendus submits an application for resignation, as referred to in verse (3), the Faculty may issue a transcript.
5. For promovendus who are declared drop-out as referred to in verse (1), the Faculty can issue a certificate of having been a student in the Doctoral Study Program but cannot issue a transcript.

## **Article 28**

### **Course Examination**

1. Students are allowed to take course examination if they participate in academic activities at least 75 percent of the time.
2. Students are allowed to improve the course score by retaking the course.
3. Students who are unable to take the course examination due to acceptable reasons may apply for a follow-up exam whose schedule will be arranged by the Study Program manager.

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## Article 29

### Study Results Evaluation

1. The study results evaluation is carried out at the end of the education stage.
2. To evaluate the promovendus study results, the GPA is used by the following formula:

$$GPA = \frac{SKS_{of\ evaluated\ education\ activities} \times Weight\ score}{Total\ SKS\ of\ evaluated\ education\ activities}$$

3. To calculate the GPA, the letter scores are converted to weight scores

## Article 30

### Graduation Terms and Predicate

1. Promovendus by regular is declared passed the Doctoral Program if they meet the following requirements:
  - a. have taken the educational weight specified in the Doctoral Program;
  - b. have had at least 2 (two) articles accepted for publication containing part or all of the research results, one of which is a reputable international journal; for PMDSU students, at least four (4) publications, one of which is in an international journal, and the other in a reputable international journal.
  - c. Achieved a GPA greater than or equal to 3.25 (three point two five);
  - d. No C score in all courses.
  - e. Have carried out community service in the status of a Doctoral Program student, both independently and in groups, as evidenced by a certificate or other valid supporting documents.
2. Promovendus by research is declared passed the Doctoral Program if they meet the following requirements:
  - a. have taken the educational weight specified in the Doctoral Program;

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- b. have had at least 2 (two) articles accepted for publication containing part or all of their research results in reputable international journals; or 1 (one) publication that has been accepted in a reputable international scientific journal and 2 (two) publications that have been accepted in the proceedings of a reputable international seminar/conference; or 1 (one) publication that has been accepted in reputable international scientific journals and 2 (two) publications in international journals.
  - c. Achieved a GPA greater than or equal to 3.25 (three point two five);
  - d. No C score in all courses.
  - e. Have carried out community service in the status of a Doctoral Program student, both independently and in groups, as evidenced by a certificate or other valid supporting documents.
3. Promovendus who is declared passed the Doctoral Program receive graduation predicate as follows:
- a. satisfactory, if  $3.25 < \text{GPA} < 3.50$ ;
  - b. very satisfactory, if  $3.51 \leq \text{GPA} < 4.00$ ;
  - c. with honors or cum laude, if  $3.75 < \text{GPA} < 4.00$  with a study period of not more than 4 (four) years, has presented part or all of the results of his dissertation as a presenter at national/international scientific meetings, with the following conditions:
    - i. never have an academic sanction
    - ii. at least have 2 (two) publications in reputable international journals, for those by regular.
    - iii. at least have 4 (four) publications in scientific journals with 2 (two) of them in reputable international journals, for those by PMDSU program.

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- iv. at least have 3 (three) scientific publications with 2 (two) of them in reputable international journals, for those by research.

## **CHAPTER VI**

### **JUDICIUM AND GRADUATION**

#### **Article 31**

##### **Judicium**

1. Judicium is a meeting chaired by the Dean, attended by the Faculty Management, Head and Secretary of the Study Program, and lecturers at the Doctoral Program of Pharmaceutical Sciences of the Faculty of Pharmacy of UGM.
2. The Judiciary Meeting, if there is no special case, is held a month before the Postgraduate graduation or every time after the Doctoral Promotion is completed.
3. The decision on the study results at the final stage of the Doctoral Program is determined by judicium.
4. The Judicium for Promovendus who undergo Doctoral Promotions is carried out by the Dissertation Examiner Team after the Doctoral Promotion.

#### **Article 32**

##### **Graduation**

1. Graduation is held following the graduation schedule for Postgraduate of Universitas Gadjah Mada.
2. Graduation for promovendus who undergo Doctoral Promotion is held at the end of Doctoral Promotion. The announcement and delivery of diplomas are carried out at the end of the Doctoral Promotion by the Chairperson of the Session on behalf of the Rector.

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3. Graduation requirements are the postgraduate graduation requirements determined by the Directorate of Education and Teaching of Universitas Gadjah Mada.

## **CHAPTER VII**

### **ACADEMIC SANCTIONS**

#### **Article 33**

1. Promovendus and/or lecturers who violate academic rules may be subject to academic sanctions intended for educational purposes.
2. Academic violations can be in the forms of: dishonesty, forgery, fraud, plagiarism, cheating, immoral acts, indiscipline, insubordination, and others that can be categorized as violating the etiquette of life on campus and academic regulations.
3. The form of academic sanctions is determined later by the Dean after receiving input from a special team formed by the Dean. Sanctions can be in the forms of reprimands, verbal warnings, written warnings, suspensions (bans from participating in activities), to being expelled from the Study Program, following the regulations written in the UGM Rector's Decree regarding the UGM Student Behavior Code.

## **CHAPTER VIII**

### **CLOSING**

#### **Article 34**

1. Matters concerning academic implementation that have not been regulated in this regulation shall be regulated separately.

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2. By the enactment of this regulation, any academic regulations that contradict this regulation are declared no longer valid.
3. This regulation has been valid since its stipulation and is retroactive, binding for students of the batch of 2020 (two thousand and twenty), and so on, and will be reviewed if there is any error in the stipulation.

Dean,

Prof. Dr. apt. Satibi, M.Si.

Employee ID No.197402181999031002

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