



PETRA
CHRISTIAN
UNIVERSITY

STAYING PERMIT FORM INTERNATIONAL VISITOR

PERSONAL INFORMATION (please type your answer)

Name on Passport :
Passport Number :
Passport Expiry Date :
Nationality :
Home Address :
City :
Province :
Country :
Zip Code / Postal Code / Area Code :
Mobile Number :
Email :
Sex : Male / Female
Place of birth (City & Country) :
Date of Birth (format: DD/MM/YYYY):

EMERGENCY CONTACT, in case of emergency (please type your answer)

Relationship to Applicant : Parent¹ / Sibling² / Spouse³ / Extended Family⁴ / Guardian⁵
Full Name : (Mr. / Ms.)

¹ The guardian is either your biological father or mother.

² The guardian is either your biological brother or sister.

³ The guardian is either your lawfully-wedded husband or wife.

⁴ The guardian is your uncle, aunt, grandfather, or grandmother.

⁵ The guardian is not related to you by blood, but legally in-charge of you.



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Mobile Number :

Email :

HOME INFORMATION

University :

Faculty :

Department / School :

Contact Person

Name : (Mr. / Ms.)

Position :

Email :

Office Phone Number :

HOST INFORMATION

University : Petra Christian University (PCU), Surabaya - Indonesia

Semester : Please put **X** on your choice and choose 1 option only

Your choice (X)	Semester Options
	Short program less than 1 semester, specify the dates from: DD/MM/YYYY to DD/MM/YYYY
	Spring (February – June if you will NOT join the summer program) ...YYYY....
	Spring (February – July if you will join the summer program) ...YYYY....
	Fall (August – December) ...YYYY....
	Customized program, specify the dates from: MM/YYYY to MM/YYYY



OFFICIAL STATEMENT by THE PARTICIPANT

By filling out and returning this form, I hereby declare that:

1. All information I stated above is correct and true; otherwise, Petra Christian University reserves the rights to deem myself ineligible and disqualify my participation.
2. I will not earn any money, either by working full-time, part-time, or one time, because it will violate the visa regulation.
3. I will not get involved in any form of political engagement in Indonesia.
4. I will not get involved in illegal drug distribution or consumption.
5. I will respect the local modesty and culture of Indonesia.
6. I will obey all the rules and regulations of the Government of Republic of Indonesia and Petra Christian University.
7. I will not smoke within the campus ground because Petra Christian University is a green campus that prohibits smoking.
8. Violation to any points above at any time throughout the duration of program that is deemed detrimental to Petra Christian University's image and reputation by Petra Christian University will cause my repatriation. Therefore, I am no longer entitled to any rights or benefits as an international guest of Petra Christian University.

REQUIRED DOCUMENTS please attached them on your email and send the email to head-mobility@petra.ac.id or staff-mobility@petra.ac.id

- The completed Registration Package:
 - Registration Form
 - Statement Letter
 - Financial Statement
 - Medical Statement
- A coloured scan of **(avoid any objects or lights covering your scanned documents)**
 - the identification page of passport **with the passport validity date:**
 - a minimum of 6 months for a maximum stay of 60 days in Indonesia
 - a minimum of 12 months for a maximum stay of 180 days in Indonesia
 - a minimum of 18 months for a maximum stay of 1 year in Indonesia
 - a minimum of 30 months for a maximum stay of 2 years in Indonesia



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- the passport's front and back cover;
- a proof of health insurance which also includes a coverage of COVID-19 treatment;
- a bank saving account / bank statement under the students' personal name with minimum USD 2,000 in English language (please provide the latest 3 months' transaction record in subsequent);
- a colored photo wearing formal clothes (with collar) and ears need to be visible, in front of a white, plain background (similar to your passport photo);
- a certificate / proof of receiving 2 doses of the COVID-19 vaccination;
- **if you are going to study at PCU for 1 semester or more, please include:**
 - the latest academic transcript;
 - the latest senior high school / vocational school diploma;
 - a proof of English language proficiency score, see the language requirement section in **the Fact Sheet**;
 - a recommendation letter from home university's advisor or International Office

Please note that:

- all forms and documents must be typed, not hand-written;
- all documents must be authorized by a signature (copy and scan the signature image to the related forms);
- all documents **must be in colour**, NO black and white document is allowed;
- all documents must be in **English language** if the original is in other language;
- all documents must be saved and named based on its purpose. Please follow this format to name each document: ***your name_name of the document***, example: **Jane_passport ID** OR **Jane_3 bank savings account record**;
- all documents must be sent altogether at once. Incomplete documents will not be processed;
- all documents above should be sent to head-mobility@petra.ac.id **BEFORE** the registration deadline;
- **YOU MAY RESERVE YOUR TICKET TO INDONESIA BUT DO NOT PAY THE TICKET BEFORE CONSULTING WITH US AND HAVING RECEIVED YOUR e-VISA.**

-----End of the Section-----