



**Student Guide for the  
M. Sc. Program  
International Agribusiness  
in Bogor Agricultural  
University**

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## Before arrival

In order to study in Bogor as an international student you must complete this checklist:

- Valid passport**
- Valid visa** (check if you need a Socio- and cultural visit visa (VKSB) or a temporary stay permit visa. The VKSB is valid from 30 to 60 days and can be extended 4 times. Students can apply for this type of visa multiple times. Please contact the Indonesian Embassy or consulate in your home country for more information. **Avoid entering Indonesia with only a tourist visa or visa on arrival.**
- Letter of admission from the Bogor Agricultural University**
- Insurance**
- Money, debit card or credit card** (remember to bring enough Indonesian currency or dollars in cash for your first days. (USD \$200 is recommended for this amount of time.)
- Evidence of previous academic achievements** ( originals and translations) You should also bring photocopies of all your important documents
- Packing.** The average temperature in Indonesia is above 25°C.
- Ensure the short- term accommodation.** Please contact the International Collaboration Office (ICO) if you need assistance while looking for a temporary accommodation.

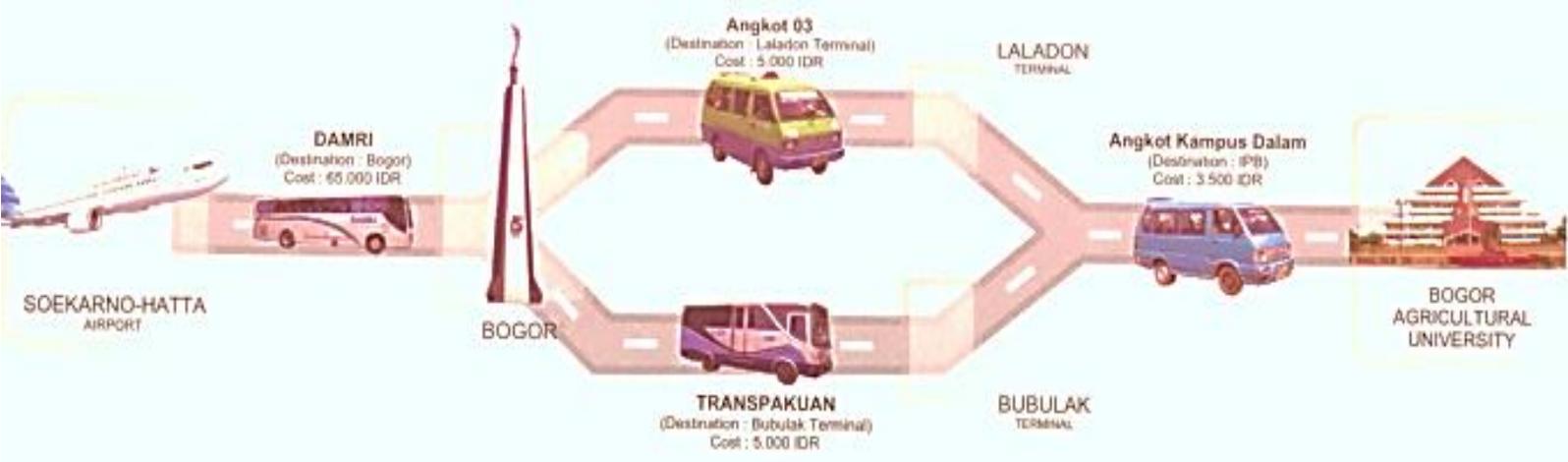
We recommend placing your original documents in your hand luggage, where you can access it easily in case you are needed to present your documents upon arrival.

# Getting to University

Before arriving at the Indonesia International Airport (Soekarno-Hatta) you must fill in an Incoming Passenger Card.

If you need to exchange money into Indonesian currency (Rupiah) you can do that at specified stores inside the airport.

After arriving you can get to the campus either with public transportation:



Or with a taxi:



## About Bogor

### Location

Bogor's epithet is "Kota Hujan", which means the City of Rain. It has a mild climate with two seasons, summer (March until October) and winter (November until March), with an average temperature of 30- 40°C and 21°C, respectively.



Bogor is located 290 m above sea level and is 60 Km south from Jakarta. It has approx. 3 million citizens.

### Religion and Language

Bogor is a multicultural city with a multicultural population. There are five main religions in the country i.e. Islam, Catholic, Protestant, Hindu and Buddha.

The official language is Bahasa Indonesia, however English can be well practiced in the campus.

### Practical Information

In general, office working hours in Bogor are from 8:00 AM until 4:00 PM on weekdays, and from 8:00 AM until 12:00 PM on Saturdays. Usually offices are closed on Sundays and public holidays. Shops and restaurants operate from 10:00 AM until 9:00 PM, while restaurants are opened from 7:00 AM until midnight.

## Currency

The Indonesian unit of currency Rupiah (Rp) can be exchanged at any bank or money changer in Indonesia. The value is approximately USD \$1 equal to Rp 12.000. However, this exchange rate fluctuates daily. Please check the current exchange rate before arriving to Indonesia.



Banks are usually open from 8 AM until 4 PM, but are closed on weekends and national holidays.

## Electricity

Electricity in Indonesia is 220 volts AC and 50Hz cycle power. Please make sure to bring plug adapters for your electrical appliances.

Electrical plugs/ outlets look like this in Indonesia:



## Where to stay

There are many different types of accommodations available inside the campus; however most of them do not include electrical items, furniture, bedding or kitchen utensils. Please, contact your host family or landlord before arriving, in order for you to know what must be bought.

Living costs in Bogor are cheaper than in Jakarta. The average cost of living expenditure ranges from USD \$ 200 – 300 per month. An approximate expense list can be found below:

Item	Expenses (approx.)
Accommodation	International student dormitory <ul style="list-style-type: none"><li>- Standard type per day Rp 165.000</li><li>- Standard type per month RP 1.250.000</li><li>- Deluxe type per day Rp 215.000</li><li>- Deluxe type per month Rp 1.550.000</li><li>- Private flat per month Rp 300.000-600.000</li><li>- Private flat per year Rp 3.000.000-9.000.000</li></ul>
Groceries	At the canteen start from Rp 15.000 At the restaurant start from Rp 50.000 Juice or canned soft drink Rp 10.000 300 ml bottle of mineral water Rp 3.500
Public Transport (angkot)	Short distance, one way Rp. 3.500 Long distance, one way Rp 4.500
Mobile phone	Rp 100.000
Personal items	Rp 300.000-1.000.000
Learning material	Rp 200.000
Services (laundry, haircuts, etc.)	Rp. 100.000

## Communication

When calling to a subscriber from outside the country, you must dial the country code +62251 and then dial the seven digits local number you want to reach.

If you happen to own a standard GSM phone, you may usually be able to use your phone in Bogor through roaming services. If not, you can also buy a GSM card and fill it with different amount of denominations, ranging from Rp 10.000-100.000.

These are main providers of telephone communication in Bogor:



## Behavior

Most of people in Bogor have an informal way of operating. This may take some adjustment, especially if you are more accustomed to a culture where ritual is important and where levels of status and authority are clearly distinguished and carefully respected.

Here are some tips on Indonesia (Bogor) culture:

- Addressing people: People of your own age or younger are usually addressed by their first names. When speaking to people older than you, call them Mr (*pak/mas*), Mrs (*Ibu/mba/teteh*), or Ms followed by their surname.
- Greetings: *selamat pagi* means good morning, *selamat siang* means good afternoon and *selamat malam* means good evening.
- Temira kasih means thank you
- Dress code: you should feel free to dress in the way that most pleases you. However, in some places like inside University or offices, you must wear formal clothes (long pants, shirts, shoes). Miniskirts and hot pants are considered not appropriate.
- Queuing: people queue when they are waiting in turn for something (bus, taxi, and ticket counter). Never push ahead of others of “jump the queue”.
- Smoking: it is banned in government buildings, public transportation, theaters, shopping centers and many indoor and outdoor public meeting places.
- Alcohol: In Indonesia drinking alcohol is banned and not recommended.

## Bogor Agricultural University



Here you can find a checklist of things you must address in campus:

- Visit the International Collaboration Office for registration and general information. There you will be provided with assistance, practical advice, and general information for your stay in Bogor.
- Contact program coordinator
- Open a bank account (If necessary). It is most convenient to open an account with the Bank National Indonesia (BNI). For opening a bank account you will need your passport, the recommendation letter from IPB, and the confirmation of registration.
- Register for a foreign student registration card (student ID card). This ID card has the following functions:
  - proof of the student status
  - Library card access
  - Student health cover access

- To obtain internet access
  - To debt your money from ATMs
  - Borrowing bicycle in-campus
  - Access exams
- Set up internet connection. You will receive a username and password from the educational administration office.
  - Visa conversion
  - Attend the orientation session
  - Register for courses. This can be done within the registration period, which will be announced on the university academic calendar.

International Collaboration Office is opened from Monday-Friday from 8:00 Am to 04:00 PM, with a lunch break from 12:00 AM to 01:00 PM. You can find them in

Andi Hakim Nasoetion Building  
1<sup>ST</sup> Floor  
IPB Dramaga Campus  
Phone (0251) 8622 638  
Email: [ico@ipb.ac.id](mailto:ico@ipb.ac.id) or  
[internas.icoipb@gmail.com](mailto:internas.icoipb@gmail.com)





There you can try the Indonesian cuisine culture:

### Asinan Bogor



Preserved tropical fruits, such as raw mango, waterapple, papaya, ambarella, jicama, nutmeg and pineapple served in sweet, hot, and sour vinegar and chili sauce, sprinkled with peanuts.

### Soto Ayam

This traditional soup is made of meat (or chicken) and vegetables. It can be found in many regional variations and it is considered an Indonesian comfort food.



### Gado Gado

This salad consists of boiled vegetables, served with peanut sauce dressings. It becomes even more delicious when served with krupuk



## Sindangbarang Culture Village

It is located around 5 Km from the center of Bogor. There you can find eight types of Sundanese art and culture, as well as the archaeological site of the Kingdom of Pajajaran Hills terraces.



From Bogor you can also visit other cities in Indonesia like Jakarta, Bekasi, Bandung, Rangkas Bitung, Pandeglang, Merak, Jogja. These all can be reached per Bus or Train.

