

 <p>DEPARTMENT OF MATHEMATICS EDUCATION UNIVERSITAS PENDIDIKAN INDONESIA</p>	<p>DOCUMENT-LEVEL DEPARTMENT</p>	<p>CODE : POB DEPDIKMAT-021</p>
<p>TITLE: FINAL COMPLETION OF THE STUDY PATH WITHOUT THESIS</p>	<p>Issued date: February 2020</p>	
<p>AREA: ACADEMIC ADMINISTRATION</p>	<p>Revision: 01</p>	

STANDARD OPERATING PROCEDURE FINAL COMPLETION OF THE STUDY PATH WITHOUT THESIS

A. RATIONAL

As a higher education institution, Universitas Pendidikan Indonesia has the primary task and responsibility to produce competent graduates in their fields. Completing the final study of the undergraduate program can be done through thesis and without thesis. The study load in the Mathematics Study Program is 145 credits, including six (6) credits of thesis or thesis substitute courses.

B. SCOPE

This standard operating procedure includes

1. The requirements for completing the final study through the thesis route are intended for students who have passed the thesis prerequisite courses, obtained a minimum of 105 credits with a minimum GPA of 2.50, and have received a recommendation from a PA lecturer.
2. The requirements for completing the final study by going through the path without a thesis apply to students who have passed the thesis prerequisite courses, obtaining a minimum of 105 credits with a minimum GPA of 2.00 - 2.49.
3. Implementation mechanism
4. Parties involved

C. AIM

This standard operating procedure aims to

1. Provide information for both students and PA lecturers regarding the requirements for the final project without a thesis.
2. Every student can complete the study.

D. REFERENCE

1. Presidential Regulation Number 8 of 2012 concerning the Indonesian National Qualifications Framework (KKNI).
2. Regulation of the Minister of Research, Technology, and Higher Education Number 44 of 2015 concerning National Standards for Higher Education (State Gazette of the Republic of Indonesia of 2015 Number 1952)
3. Curriculum (main provisions of program structure) UPI 2018
4. UPI Academic Guidelines 2020

5. Rector's Regulation No. 052 of 2020 concerning Guidelines for the Implementation of UPI Education.

E. PROCEDURE

1. Students consult with PA lecturers regarding the number of credits students have taken and their GPA achievements.
2. For students who have passed a minimum of 105 credits with a GPA of 2.00 – 2.49, the student can ask for a recommendation from the PA lecturer to complete the study through the path without a thesis.
3. Students take six (6) credits equivalent to two elective courses offered by the Mathematics Education Study Program. One of the elective courses taken is related to mathematical content, and the other is related to educational content.
4. Students write papers/final assignments under the guidance of a supervisor appointed by the head of the study program.
5. Determination of the paper's topic adjusts to the study topic of the thesis replacement courses taken by students.
6. Graduation of the two (2) thesis replacement courses at point 3 are issued simultaneously with the supervisor's approval of the completion of the paper/final project.