

# Indonesian Visa Information

# Type of Indonesian Visa

**VITAS**

*(Visa Ijin Tinggal Terbatas–  
Limited Stay Permit Visa)*

**VKSB**

*(Visa Kunjungan Sosial  
Budaya – Socio Culture Visa)*

**VOA**

*(Visa On Arrival/Tourist  
Visa/Free Visa)*

**Which one is suitable for  
Student Exchange Program  
(max. 6 Months)?**

# VISA For Student Exchange Program?



**VITAS**

*(Visa Ijin Tinggal Terbatas–  
Limited Stay Permit Visa)*

**VKSB**

*(Visa Kunjungan Sosial  
Budaya – Socio Culture Visa)*

**VOA**

*(Visa On Arrival/Tourist  
Visa/Free Visa)*

# Validity Period

**VITAS**

**6/12  
Months**

**VKSB**

**60  
Days**

**VOA**

**30  
Days**

# Where to Get One

**VITAS**

**Chosen  
Indonesian  
Embassy**

**VKSB**

**Any  
Indonesian  
Embassy**

**VOA**

**Airport**

# General Information

**MERP**  
(Multiple  
Re-Entry  
Permit)

First Entry must be Jakarta

**VITAS**

**Single  
Entry Only**

Can be  
extended 4  
times, each for  
another 30 days  
for a total of  
180 days

**VKSB**

**Single  
Entry only**

Tourist Visa – Should  
Not Mention anything  
about studying in  
BINUS

**VOA**

# VISA Application Process

**1** Submit BINUS Application Form and All Required Documents  
Done by Student

**2** Register as BINUS Student (get BINUSIAN ID)  
Done by BINUS

**3** Apply for Study Permit and Recommendation Letter from Indonesian Higher Education Ministry  
Done by BINUS

**4** Provide student Sponsor Letter, Invitation, and welcome package  
Done by BINUS

**5a** Visit and Apply VKSB in your chosen Indonesian embassy/consulate  
Done by Student

**5b** Apply for Visa Approval (TELEX) at Jakarta Immigration Office  
Done by Visa Agent

**6** Get TELEX to be sent to student chosen Indonesian embassy/consulate  
Done by Visa Agent

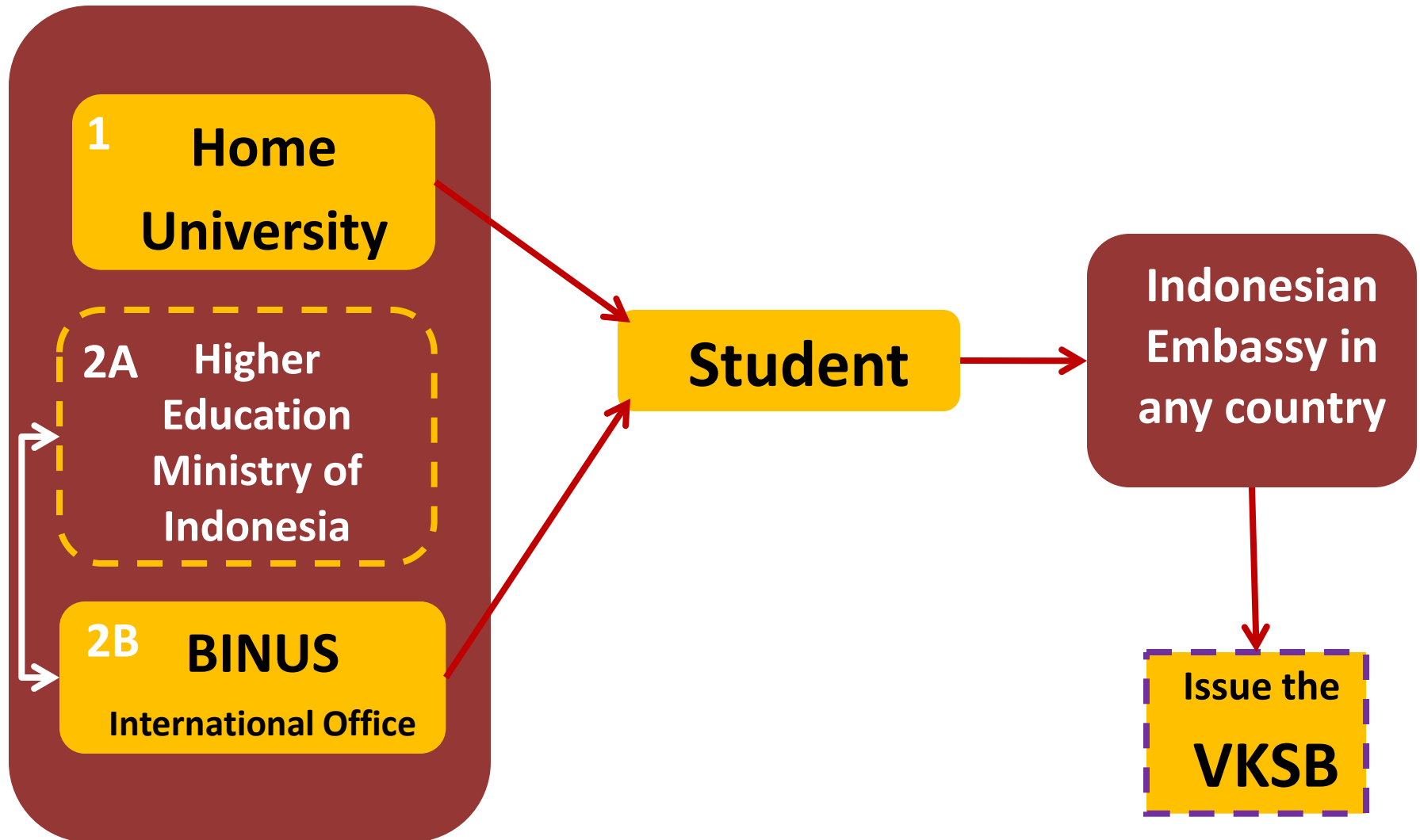
**7** Visit and Apply VITAS in your chosen Indonesian embassy/consulate  
Done by Student

Process needs to be done to get the VISA

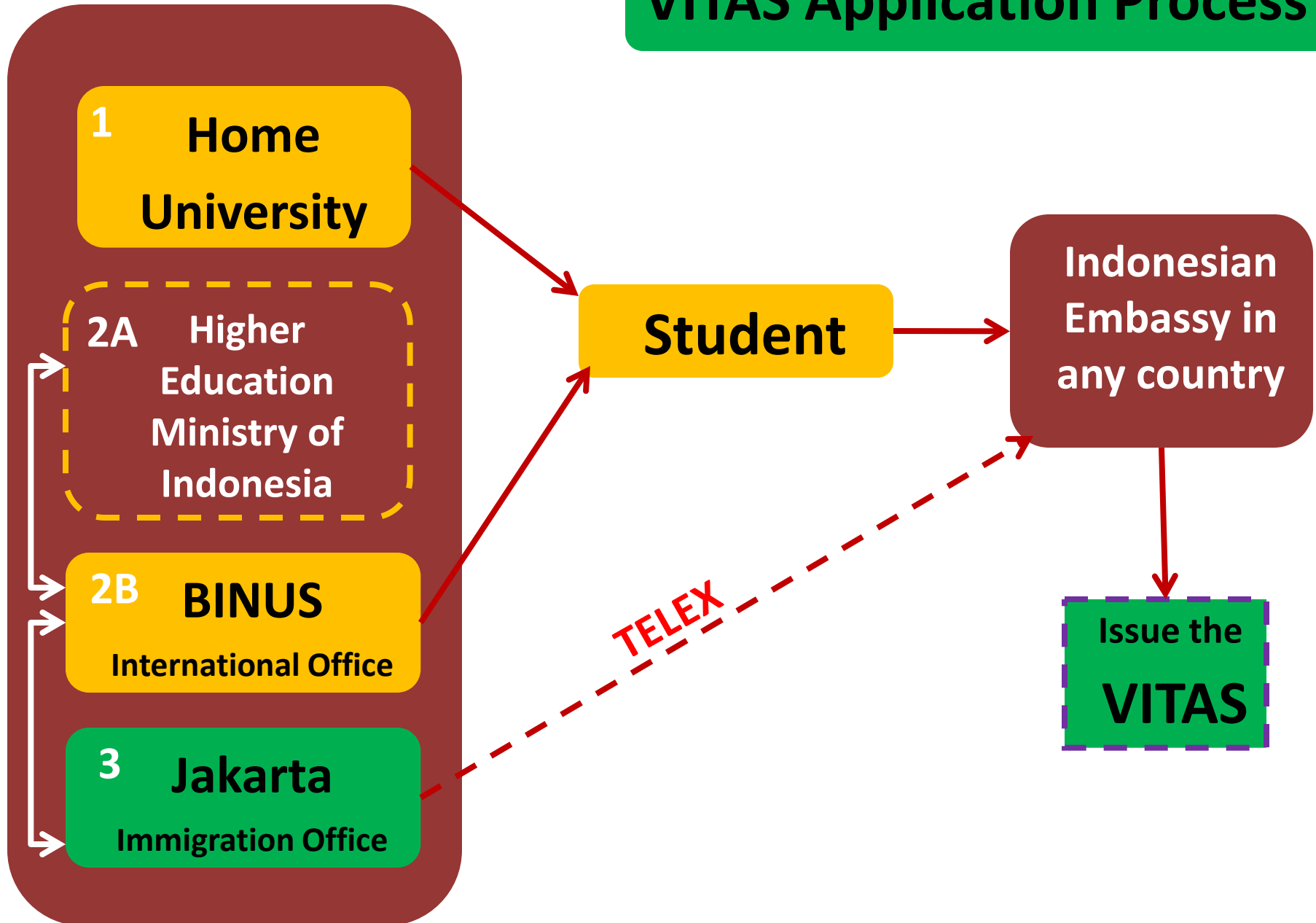
**VKSB**  
**#1 - #5a**

**VITAS**  
**#1 – #7**  
(except #5a)

# VKSB Application Process



# VITAS Application Process



**VITAS** (limited stay permit visa)

**6months/12months**

**VITAS**

REPUBLIC OF  
INDONESIA

Reg No. **2A1314BB**

IMI.2.GR.01.06.03.8245

**Not Expiration date of the VISA.  
THE EXPIRATION DATE OF COME TO  
INDONESIA.**

Place Of Issue

HAMBURG

*Surname, Given Name*

NAEBI, NILAB

Nationality

DEU

Visa Type/Length of Stay

316 / 12 Months

Date Of Issue

28 Aug 2013

Date Of Expiry

26 Nov 2013

Date of Birth: [REDACTED]

07 Aug 1987

## Storytelling

*Sex*

F

Passport No.

C7N1MGZ8Z

### Annotation

YAYASAN BINA

NUSANTARA

Vo  
GZ8Z  
E

ENDANG KUSWAYA  
PF. KONSULER

316

[illegible]

C7N1MGZ8Z1DEU8708070F1311266<<<<<<<<<<<<06

**VKSB** (socio culture)

**60**days ++

# VKSB

REPUBLIC OF  
INDONESIA

Req

**Not Expiration date of the VISA.  
THE EXPIRATION DATE OF COME TO  
INDONESIA.**

Place Of Issue

**BANGKOK**

*Surname, Given Name*

AORRANEE,  
WANNASEE

Nationality

THA

Visa Type/Length of Stay

211 / 60 Days

211

Date Of Issue

18 Feb 2013

Sex

F

### Annotation

BINUS  
UNIVERSITY

Passport No.

0113042

Date of Expiry

19 Mei 2013

Date of Birth

17 Nov 1992

Signature

SUARGANA  
PRINGGANU  
FIRST SECRETARY

**V**BIDNAORRANEE<<WANNASEE<<<<<<<<<<<<<<<<<<<<<  
0113042<<1THA9211177F1305193<<<<<<<<<<<<<<00

# HOW MUCH YOU NEED TO PAY IN INDONESIA (COST)

**TELEX + KITAS +EPO**

**6 months**

**IDR 4.100.000,-**

**12 months**

**IDR 5.300.000,-**

**VITAS**

**VISA AGENT SERVICE FEE  
(FOR THE EXTENSION)**

**1<sup>st</sup> – IDR 900.000,-**

**2<sup>nd</sup> – IDR 950.000,- (plus POA)**

**3<sup>rd</sup> – IDR 1.050.000,-**

**4<sup>th</sup> – IDR 1.050.000,-**

**OR**

**Extending On Your Own  
(FOR THE EXTENSION)**

**IDR 300.000/extension**

**VKSB**

# DISADVANTAGES

The initial process must be done in Indonesia to get Visa Approval (TELEX)

Takes longer for initial process

Complicated hence must use and pay visa agent fee to do the process

Expensive since will need visa agent to start and complete visa process

**VITAS**

The extension process is complicated and takes lots of effort and times

Single entry only

**VKSB**

# ADVANTAGES

**The most appropriate visa for study purpose (legally)**

**Once approved, there is no need for extension**

**Exit Re-entry permit to Indonesia available**

**Owning a KITAS allows you to pay local rate at several tourist destination**

**Travel within Indonesia without the need of bringing passport (KITAS can be used as valid identity card)**

## VITAS

**The application process is shorter and simpler than VITAS**

**Can apply for a new VKSB in country of destination abroad**

**Can apply for VKSB multiple times outside Indonesia**

## VKSB

# MISCONDUCT

## LATE ARRIVAL REPORT

Failure to report on time will be considered as an illegal stay.  
If this happens, student needs to go through certain investigation process done in Jakarta immigration office

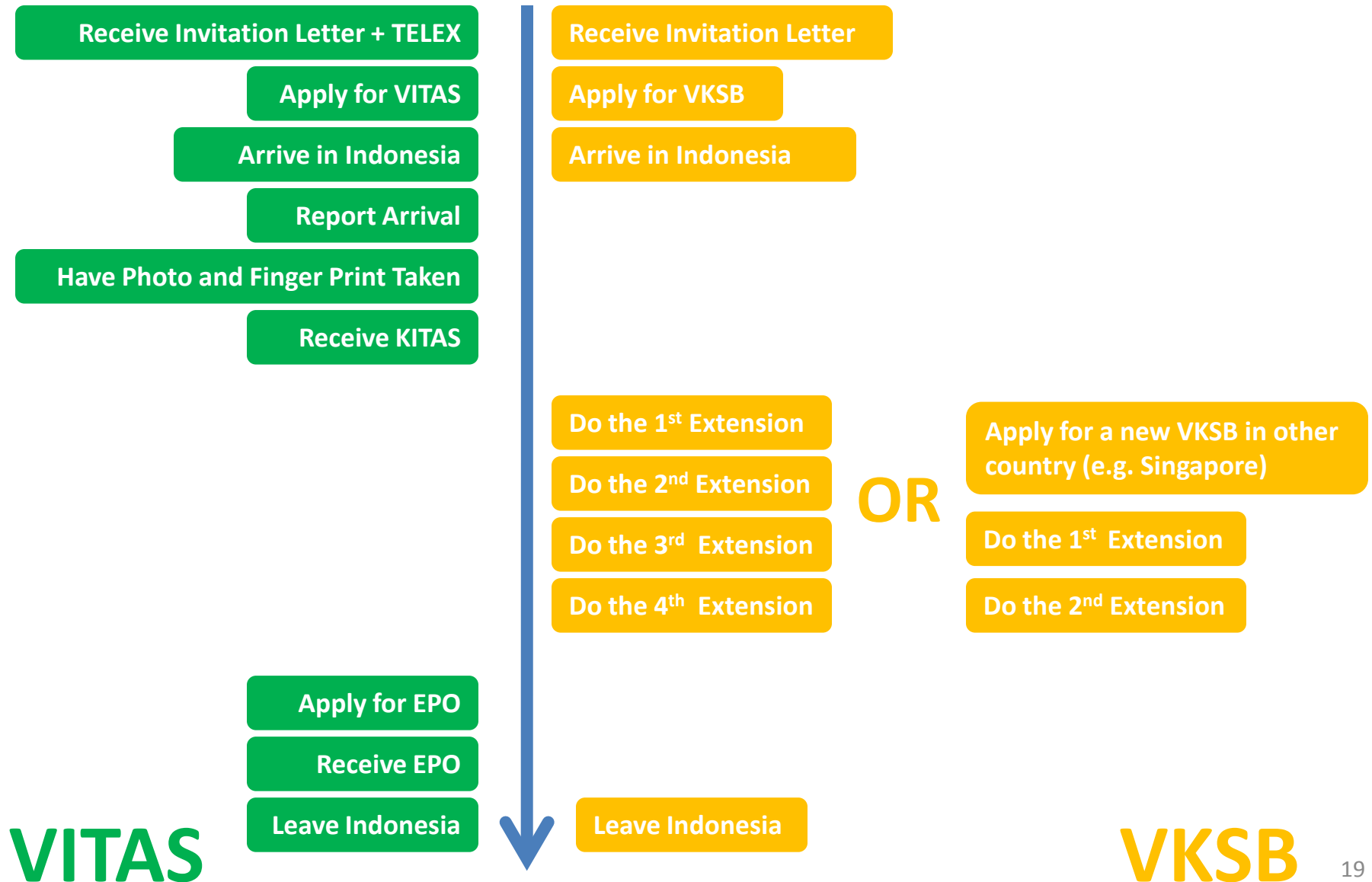
## OVERSTAY

**Overstay will be fined USD 30/day  
Need to report to immigration office**

**VITAS**

**VKSB**

# VISA USAGE OVERVIEW



# SUMMARY

| Content                                                 | VITAS                              | VKSB                                                          | VOA                                            |
|---------------------------------------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------------------|
| Validity Period                                         | 6 months<br>12 months              | 60 days to begin with starting from arrival date in Indonesia | 30 days                                        |
| Visa Extension                                          | No need to extend                  | Can be extended 4 times (in total 180 days)                   | Can be extended 1 time (in total 60 days)      |
| Type of entry                                           | Single to begin with               | Single                                                        | Single                                         |
| Require Visa Approval (TELEX)                           | Yes                                | No                                                            | No                                             |
| Report to Immigration Office Upon Arrival               | Yes                                | No                                                            | No                                             |
| Finger prints and photo taken at Immigration Office     | Yes                                | No                                                            | No                                             |
| KITAS (Foreigner ID card)                               | Yes                                | No                                                            | No                                             |
| MERP (Multiple Exit Re-entry Permit)                    | Yes                                | No                                                            | No                                             |
| EPO (Exit Permit Only)                                  | Yes                                | No                                                            | No                                             |
| First Entry in Indonesia (City)                         | Jakarta                            | Any city in Indonesia                                         | Any city in Indonesia                          |
| Fine for overstay                                       | USD 30/day                         | USD 30/day                                                    | USD 30/day                                     |
| Local rate in tourist destination                       | Yes                                | No                                                            | No                                             |
| The need to bring passport when travelling in Indonesia | No                                 | Yes*                                                          | Yes*                                           |
| Special Note                                            | Most recommended for study purpose | Second option for visa choice for student exchange program    | Highly Prohibited for student exchange program |

\* Student can request IO a letter stating passport is at immigration office to travel within Indonesia.

# Questions?

**“Which one is suitable for  
Student Exchange Program  
(max. 6 Months)?”**

**“For 6 months, VITAS or VKSB is the most suitable one for Student Exchange program.”**

**“For 12 months, VITAS is the most suitable one for Student Exchange program.”**

“What are the fee for **VITAS**  
and **VKSB**?”

You have to pay **two times** fee for Indonesian **visa** and **permit**.

**1<sup>st</sup> Fee** – to be pay in the Indonesian embassy where you apply for the **visa**

**2<sup>nd</sup> Fee** – to be pay in Indonesia (Jakarta) upon your arrival for the **permit**

How much is the 1<sup>st</sup> fee  
VITAS and VKSB?

# 1<sup>st</sup> Fee

## visa

Please check the website of Indonesian embassy where you plan to apply for your visa (**e.g. Den Haag, Seoul, Bangkok, KL**) to learn about the fee of the visa.

“How much is the 2<sup>nd</sup> fee  
VITAS and VKSB to be paid  
in Indonesia?”

# **2<sup>nd</sup> Fee**

## **permit**

**Please refer to page 15 of this document.**

**The 2<sup>nd</sup> fee has to be paid in Indonesia during the process in Jakarta Immigration Office.**

**“Which one is the best?  
VITAS or VKSB?”**

**VITAS** is the most suitable one for student exchange program.

It also comes with lots of advantages such as multiple entry, KITAS, and etc (please refer to page 17).

However, the initial process is complicated so **to start the process in Indonesia we need to use agent's help** and it is more expensive than VKSB

“I am coming through a scholarship and has a limited budget for visa, I want **VITAS** but it is too expensive for me. Would **VKSB** be really okay?”

**VKSB** is okay.

If you are on budget and do not mind to go through the complicated extension process by yourself then VKSB can be much cheaper than VITAS.

**“I chose VKSB!  
What should I do next?”**

**Please refer to page 8**

**You are required to do step 1 and 5a.  
While waiting for us to complete the  
step 2,3, and 4, you can start  
preparing documents for step 5a.**

**“I chose **VITAS!**  
What should I do next?”**

**Please refer to page 8**

**You are required to do step 1 and 7.  
While waiting for us and agent to  
complete the step 2,3,4,5b,and 6,  
you can start preparing documents  
for step 7.**

**“I chose **VITAS!**  
When should I make the  
payment for the 2<sup>nd</sup> fee in  
Indonesia?”**

For **VITAS**, you still need to go through many processes upon your arrival such as converting **visa** to **permit**. The agent will assist you along the way and the payment can be made after everything is finalized.

“I chose **VITAS!**  
I am waiting for the **TELEX.**  
However the time is  
running out. What  
happened if I end up  
applying for **VKSB** instead?”

If you have confirm that you choose **VITAS**, the agent will start the process in Indonesia to obtain the **TELEX** under your name.

If the **TELEX** has been sent to your email and you end up applying for the **VKSB** then you will be responsible to pay for the TELEX fee (IDR 600.000) upon your arrival.

**“I chose VKSB!  
When should I make the  
payment for the 2<sup>nd</sup> fee in  
Indonesia?”**

For **VKSB**, the 2<sup>nd</sup> fee is paid when  
you extend your visa.

**“VKSB** is single entry only,  
does it mean I can not travel  
outside Indonesia?”

**it is still possible to travel outside  
Indonesia.**

**However, the current visa (VKSB)  
will be cancelled and you need to  
apply for a new one (VKSB) in the  
country that you visit.**

“I do not have enough time to apply for the visa, can I enter Indonesia with **free visa (tourist visa)** and get it converted to **VITAS** or **VKSB** while I am in Jakarta.”

# NO

**Free visa or tourist visa is restricted for study purposes. It is not possible to extend or to convert this type of visa to any other type of visa.**

**“I am still not sure which  
one suit me the most, can I  
have further discussion on  
this?”**

**Yes.**

**Feel free to email  
[sofiany@binus.edu](mailto:sofiany@binus.edu) for a direct  
consultation regarding visa.**

# International Office

**BINUS UNIVERSITY**

**Anggrek Campus – Room 331 - 3<sup>rd</sup> floor**

**T. +62 21 534-5830 ext. 1322/1323/1324**

**Consultation & Visiting Hours**

**Monday to Friday**

**1-5 PM**

