



UNIVERSITAS
GADJAH MADA



**Universitas Gadjah Mada (UGM) and Network on
Humanitarian Action (NOHA)
Joint Master's Programme in International
Humanitarian Action
2023/2024**



1. Introduction

The program is part of the Joint Master's Program in International Humanitarian Action organized by the Network on Humanitarian Action (NOHA). This is third and fourth semester of the entire four-semester program conducted at Universitas Gadjah Mada in Indonesia

Universitas Gadjah Mada is an Indonesian public 'ivy league' Research University located in Yogyakarta, Indonesia. Founded on December 19, 1949, UGM is the oldest university established by the independent Indonesia. UGM comprises of 18 faculties and two schools. It has approximately 55.000 students with around, 1.300 international students and 4.000 faculty members. Universitas Gadjah Mada is considered to be one of the most prestigious universities in Indonesia.

The Special Region of Yogyakarta of, where UGM is located, is widely known as a center of Javanese culture as well as a center of learning with around 3.400.000 inhabitants. Its designation as a center of learning is marked by the existence of 120 state and private higher education institutions, with a student population over 300.000.

UGM is one of the few universities in Indonesia, if not the only one, that offers various programs related with disaster and humanitarian issue. In addition to various humanitarian-related courses offered in almost all faculties in UGM, there are also a number of study centers that focus on developing the study of humanitarian action, most notably are the Program on Humanitarian Action and Natural Disaster Study Centre (Pusat Studi Bencana Alam). UGM also offers at least two Master Program related to the humanitarian field, namely Master on Disaster Management, which belongs to UGM's Post-graduate School and Master in Global Humanitarian Diplomacy, which belong to the Department of International Relations. In short, UGM is a best-fitting institution in Indonesia to conduct the third semester of the Joint Master's Program in International Humanitarian Action.

2. Program Structure

The program consists of compulsory and elective courses conducted in a regular manner (one semester) and block system (a 2-week intensive course). Classical courses will be delivered online in August – November 2023 and field visits may be conducted in December 2023/January 2024. The following is the structure of the program.

No	Course	ECTS/ Indonesian Credit	Type	Schedule	Faculty/ Unit
Compulsory Course					
1	Humanitarian Action in the Indonesian Context	7.5/3		1 st -2 nd week of Sept	Faculty of Medicine, Public Health and Nursing
2	Humanitarian Supply Chain Management and Logistics, Including Regional Perspectives	7.5/3		3 rd -4 th week of Sept	Faculty of Social and Political Sciences
Courses during the program					
3	Gender-Based Violence in Emergencies	7.5/3		Sept-Dec	Faculty of Medicine, Public Health and Nursing
4	International Human Rights and Humanitarian Law in South East Asia – LLM 2022	7.5/3		Sept-Dec	Faculty of Law
5	Cross-Cultural Psychopathology and Intervention	5/2		Sept-Dec	Faculty of Psychology
6	Elective Internship	6/3		Dec-Jan	All Faculty

Each student is generally obliged to take 30 ECTS by combining compulsory and elective courses. Two courses (Humanitarian Action in the Indonesian Context; and Humanitarian Supply Chain Management and Logistics) are compulsory for each student. To satisfy the requirement of 30 ECTS, each student has to combine the 2 (two) compulsory courses, with a minimum of 2 other elective courses, depending on the credit weight of the elective courses. Please refer to the following sections in this booklet for an overview of each course.

3. Administrative Information

a) Application

Application is through NoHA Coordinator in the University of Deusto, Spain and NoHA must nominate all candidates by 15 February 2023 by sending a list of candidates (name, email, and passport number) to the Office of International Affairs (OIA) of UGM at admission@ugm.ac.id. OIA UGM will send the instruction of application to nominated students in one week after the nomination nomination by NoHA. Following this, each student must complete their application and submit all required documents through the UGM admission system by 28 February 2023.



b) Requirements

- Guarantor for Financial Support*
- Personal Statements
- Curriculum Vitae (resume, personal data)
- Copy of Passport (color scanned)
- The passport must be valid for the period of study in Indonesia at least 24 months*
- Copy of Passport Cover (color scanned)
- Recommendation letter/nomination letter from home institution
- Copy of academic records and diplomas
- Good health statement from the applicant's doctor
- 4 passport-size photographs*

*only applicable if visa application is required

Each student has to submit each document in separate files (in PDF format), instead of putting them together in one file. For example, Passport Copy for one file, Academic Transcripts for one file, etc.

c) Process and Procedure

- OIA receives complete application documents from candidates through the UGM Admission System.
- OIA does the general review for students' applications and comes out with the results within one or two weeks by issuing approval orders in the admissions system. The students' application will be automatically forwarded to the relevant faculty/school through the admission system for the next selection process.
- The faculty/school conducts a selection process and comes out with the results within around one month by issuing an approval command in the UGM Admission System.
- OIA process a Letter of Offer (LO) which explains further steps to take, including any fees and payments involved. Students need to follow the steps stated in the LO.
- Once OIA has received a proof of payment, OIA applies for a Study Permit to the Ministry of Research, Technology, and Higher Education in Jakarta. The process may take up to two months.*
- Once the Study Permit is completed and received by OIA, it will be used for requesting a visa authorization (Telex Visa) in the Directorate of Immigration in Jakarta, Indonesia. Once granted, Telex Visa will be sent to UGM and also the relevant Indonesian Embassy or Consulate General where the student has indicated to apply his/her visa from.*
- OIA also sends Study Permit and Telex Visa to each student via email and each student will need to bring the two documents to the Indonesian Embassy or Consulate General to apply for a visa. Please be advised, the official name of the visa is VITAS.*
- It is worth noting, once again, that the visa application process may take five months to complete, provided that everything is as per plan. Failure in meeting any deadline



of the process will lead to failure in securing a visa. Please note that OIA UGM is in the position to assist students but not to take full control of the process. The process is complex and involves many officials and institutions outside the university (Ministry of Research, Technology and Higher Education; Directorate of Immigration in Jakarta, and Local Immigration Office in Yogyakarta). Hence, OIA is not in the position to guarantee the success of the process.*

*only applicable if visa application is required

IMPORTANT NOTES ON VISA APPLICATION FOR STUDENTS*

*only applicable if visa application is required

- The visa that you have to apply is VITAS (single entry visa) valid for 6 months, unless there is another arrangement. You will arrive in Indonesia with this visa.
- As soon as you have arrived at UGM (Indonesia) the VITAS visa needs to be converted to ITAS (Limited Stay Permit with Multiple Exit Re-Entry Permit/MERP).
- All of the administrative processes for ITAS upon arrival will be carried out through the OIA UGM, an office of international affairs at the university level, not the one at the faculty/school level.
- Please be advised that the Student Service Fee that you have paid covers the study permit, telex visa, ITAS and MERP. Multiple Exit Re-Entry Permit (MERP) is another benefit for you so you can enter and exit Indonesia at any time.
- It is very important to note that while OIA is the one assisting you with the Study Permit and Telex Visa application, you are the one who must apply for a visa through any Indonesian Embassy or Consulate General that you have chosen. The Telex Visa is valid for only 2 (two) months, so you have to apply for the visa as soon as you have received it. Please contact the Embassy or Consulate General to know the details of the process. Please be advised that procedure might vary from one Embassy or Consulate General to another.
- Once the VISA is issued, you may book a flight to Indonesia and must inform us of your arrival date via email at admission@ugm.ac.id.
- It is written on your VITAS that you have only 30 days to report to the local Immigration Office as soon as you have arrived in Yogyakarta. This process is to convert your VITAS into ITAS and this is MANDATORY! Without this, your VITAS will expire in 30 days after your arrival and it means you will stay in the country illegally.
- For the above purpose, you have to visit OIA (Address: Bulaksumur F13, UGM Campus, Sleman, D. I Yogyakarta, Indonesia – Google Maps: <http://bit.ly/OIAUGM>). At OIA, you have to complete required documents with the assistance of OIA's team. After the completion of all documents, OIA will help you deliver your documents to the local Immigration Office in Yogyakarta.
- Before you visit OIA for the above purposes, you must prepare:
 - Passport (1 original and 3 copies)
 - Passport-sized (3x4 cm) photos (8 pieces)



- Please be advised that the process of converting your VITAS into ITAS will take time and during the process your passports will be kept at the Immigration Office for 3-4 weeks. OIA will collect the passports from the Immigration Office after the process is done and inform you to pick up the passports at OIA.

d) Accommodation

This program does not provide students with accommodation but UGM will assist students in finding accommodation if necessary. Please consult first with our staffs at the admission affairs through admission@ugm.ac.id. In general, international students stay in private accommodations around UGM campus or in accommodation managed by UGM. For more information of accommodation managed by UGM please visit <http://asramaugm.com/>.

e) Living Cost

Living cost in Yogyakarta is relatively cheaper than other big cities in Indonesia. A student may spend IDR 2,000,000 – 3,500,000 per month (approximately USD 150 – 230 per month) for meals, clothing, and daily expenses; exclude accommodation.



4. Detailed courses descriptions

a) **Cross-Cultural Psychopathology and Intervention (Faculty of Psychology)**

Module coordinator : Prof Kwartarini Wahyu Yuniarti, M.Med.Sc., Ph.D

E-mail : kwartarini_psy@ugm.ac.id

Credits awarded : 2 credits / 5 ECTS

General course description

The course covers issues on cross cultural forms or manifestation of psychopathology and its intervention across cultures. The features of the issues are local-bounded. The student will learn issues on psychopathology, including disaster related symptoms, from different countries with different intervention. This will stimulate the awareness of cultural roles in understanding contextual perspective on psychopathology and intervention across cultures. Students will also learn that cultural context cannot be ignored, and the fact that problems need to be seen from multi perspective to get a comprehensive understanding of it. Students will learn about the certain psychopathological disorders that has the connection to the cultural issues, the disorders might have different terminology by culture but it can be entailed on similar pattern. Some topics that might be discussed are Cannibalism, Pulung Gantung, Amok, and Grisi Siknis. The understanding of cross-cultural psychology will help humanitarian actors' horizon about cultural uniqueness enlarged, and thus, raising their personal respect to the human uniqueness on delivering humanitarian actions further.

In accordance to gain the ability of some practical intervention, students will be facilitated to learn about the theory of trauma healing, and Psychological First Aid. Those specific themes will be delivered through dyadic lecturing and strengthened through field study in Yogyakarta, and it will be assisted by 3 assistants from Universitas Gadjah Mada. Students will also be learn about scientific based of relaxation and over-cross body mind mechanism that will be fruitful to enhance psychological aspect in the area of humanitarian action.

b) **Gender-Based Violence in Emergencies**

Credit : 3 credits / ± 7.5 ECTS

Coordinator : Prof. dr. Siswanto Agus Wilopo, SU., MSc., Sc.D. / NOHA UGM

Email : sawilopo@ugm.ac.id

General Course Description

The course is part of a collaborative, state-of-the-art global level programme on addressing Gender-Based Violence (GBV) in emergencies, designed towards increasing capacity to support action to prevent, mitigate, and respond to GBV in disparate humanitarian contexts. The course will address gender equality and GBV, key issues, debates and theory; the humanitarian system with a gender lens; data collection & research ethics and safety; prevention & community-based approaches; GBViE



coordination; GBViE mainstreaming; GBViE health & legal response; GBViE case management.

c) Humanitarian Action in the Indonesian Context

Credit : 3 credits / ± 7.5 ECTS

Coordinator : Prof. dr. Siswanto Agus Wilopo, SU., MSc., Sc.D. / NOHA UGM

Email : sawilopo@ugm.ac.id

General Course Description

Humanitarian community has come to an agreement that humanitarian action should be governed by the four humanitarian principles: humanity, neutrality, impartiality and independence. Two UN General Assembly Resolutions in 1991 and 2004 has formally enshrined the four principles as the underlying principles for all humanitarian works. Despite these universal principles, however, there is increasingly strong demand for the humanitarian action to take into account the context of their work seriously. Ignoring the context of intervention can not only prevent the effectiveness of the delivery of humanitarian action but can also lead humanitarian workers to commit 'the dual sin of ignorance and arrogance.' The notion of 'do no harm' in delivering humanitarian assistance among other things implies the need for sensitivity on the part of the humanitarian institutions and humanitarian workers to the context of their intervention. Indonesia constitutes a particular context in the humanitarian action. The course will provide the socio, cultural as well as political contexts of Indonesia. Better understanding of the way in which all those aspects work in Indonesia will enable humanitarian institutions and humanitarian workers to achieve their goals of delivering assistance to those in need.

d) Humanitarian Supply Chain Management and Logistics, Including Regional Perspectives

Module coordinator : NoHA Coordinator

E-mail : msugiono@ugm.ac.id

Credits awarded : 3 SKS (± 7.5 ECTS)

General course description

Humanitarian supply chain management (SCM) is defined by the IFRC as 'acquiring and delivering requested supplies and services at the places and times they are needed, whilst ensuring best value for money; in the immediate aftermath of any [type of] disaster or reconstruction situation, including items that are vital for survival, such as food, water, temporary shelter and medicine'. Humanitarian Logistics is part and parcel of the wider humanitarian SCM. Recent research has shown a need for multi-dimensional understanding of humanitarian SCM. Both from a technical perspective (logistics, information gathering, warehousing, pre-positioning, transportation, distribution) as well as from a strategic perspective (decision making, co-ordination, inter-organizational co-operation, public-private partnerships, contribution to long-term recovery through



knowledge transfer) conceptualization and field-sustained research has been conducted for the benefit of producing deeper knowledge of global humanitarian SCM. With an estimated 19 billion USD spent in 2016 on humanitarian aid (GHA report 2017; calculations based on both public as well as private spending) in response to natural disasters and complex emergencies one can easily see the need for professional and efficient humanitarian SCM, which is involved in 80% of all relief activities.

Asia and South-East Asia over the past decade have become increasingly prone to especially natural disasters. Be it because of climate change, man-made interference with nature or 'simple' geological circumstances, more frequently hazards have materialized into disasters, affecting the lives of millions and demanding increasing national and international humanitarian response. Indonesia is certainly an example in kind. From Tsunami's to earthquakes, landslides, volcano eruptions and flooding, the vulnerability of the Indonesian population is quite high. Over the past decade international humanitarian aid to Indonesia amounted to 242 million USD annually on average, leaving aside the sizeable amounts the Indonesian government spent on disaster response, risk reduction and preparedness. Given the size of the country, the state of its infrastructure and therefore issues of accessibility, proper attention to humanitarian logistics has been of prime importance. An interesting development here is the growing role of ASEAN's AHA Centre, the coordinating center for humanitarian assistance on disaster management. Located in Jakarta, the AHA Centre progressively facilitates co-operation and co-ordination among the parties involved in disaster situations, and promotes regional collaboration with relevant United Nations and international organizations. Especially in the field of humanitarian logistics ASEAN's AHA Centre has rapidly become a factor of influence over the past years.

e) International Human Rights and Humanitarian Law in South East Asia – LLM 2022

Credits awarded : 3 SKS (\pm 7.5 ECTS)

Coordinator : Dr. Heribertus Jaka Triyana, SH., LLM., MA

Email : jaka.triyana@mail.ugm.ac.id

General course description

The course on International Human rights and humanitarian laws in South East Asia deal with the theory and new development of human rights as well as humanitarian law approaches, instruments on the protection of human rights and fundamental freedoms and their mechanisms on humanitarian assistance, protection of civilian in time of armed conflicts and or emergency situations. It starts with a historically and theoretically introduction with regard to the development of the protection of human rights and humanitarian law since 1945 in south east Asian countries. The course focuses on the fundamental freedoms as contained in several basic instruments and its development: the International Covenant on Civil and Political Rights, Economic and Social Cultural Rights, the Hague Regulations 1907, the Geneva Conventions of 1949 and their two



Additional Protocols and specific instrument relates to vulnerable groups (women, children and disability in peace and conflict). The course also discusses the link between international mechanism of human rights and humanitarian law and regional mechanism on human rights such as as European, African and Asia contexts. It is followed by the discussion on case studies for deepening knowledge on the implementation of human rights and humanitarian law instruments and its mechanism dealing with issues of humanitarian issues, such as disaster, humanitarian reliefs, drought and other humanitarian crisis due to armed conflicts and/or human rights abuses Further, subjects are the minimum standard of international human rights and humanitarian laws applied to aliens and humanitarian law in armed conflicts and the interconnection with the protection of vulnerable groups in peace and conflict in south east Asian countries, such as in Indonesia, Myanmar, Cambodia and the Philipines.