

ACADEMIC GUIDE

Doctor of Computer Science

2022



**Doctor of
Computer Science**

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VISION

Become one of the globally recognized research and development programs in Computer Science.

MISSION

The mission of Doctor of Computer Science Program is to contribute to the global community through the provision of world-class education by :

- 1. Improving the welfare of society through world-class high quality education in Information Technology and Information Systems to produce qualified, professional and competent graduates according to the current and future needs of the nation;*
- 2. Creating outstanding leaders for the global community who participate in an important role in computer science and technology development that answers the needs of society;*
- 3. Improving the quality of life of Indonesians and the international community through contributions in economic and industrial development with continuous innovation and improvement based on computer science;*
- 4. Conducting professional services through introduction, diffusion, and dissemination of relevant knowledge with an emphasis on application of knowledge to the society;*
- 5. Recognizing and rewarding the most creative and value-adding talents.*

Load and Study Period

1. The study load for the BINUS University Doctor of Computer Science [DCS] program is 42 credits
2. Allocation of study load consists of:
 - Lectures: 15 credits
 - Colloquium: 4 credits
 - Dissertation Proposal Examination: 4 credits
 - Qualification Exam: 2 credits
 - Research Publication 1: 2 credits
 - Research Result Examination: 3 credits
 - Research Publication 2: 2 credits
 - Closed Session: 4 credits
 - Research Publication 3: 2 credits
 - Promotion Session: 4 credits
3. The study period to complete the dissertation is **6 semesters** designed to be completed within 6 semesters (3 years).
4. Timely study period is a study period that is taken within 6 semesters (3 years).
5. The maximum study period to complete a dissertation proposal is 6 semesters (3 years)
6. Maximum study period is 5 years or 10 Semester, including Lecture leave.
7. Students who exceed the maximum study period are disqualified from the DCS program.

Lectures

1. Lectures are held on:
 - Friday : 15.00 – 22.00 WIB
 - Saturday : 09.00 – 16.00 WIB
2. Curriculum Structure

Courses	SKS
Semester 1	
Research Methodology	3
Philosophy of Science	3
Stream: Information Systems & Technology*	
Recent Trends in Information Systems	3
Advance System & Enterprise Architecture	3
Advanced Knowledge System	3
Streams: Computer Science*	
Software Metrics and Quality	3
Knowledge and Information Retrieval	3

Advanced Computer Security	3
Total Credits	12
*) Students have to choose one out of two streams. Only two subjects that will be admitted from the three subjects offered.	
Semester 2	
Dissertation Proposals	4
Research Colloquium (Seminar)	4
Stream: Information Systems & Technology*	
Advanced Information Technology Governance	3
e-Business & e-Government	3
Streams: Computer Science*	
Advanced Soft Computing	3
Multimedia Computing	3
Total Credits	11
*) Students will select one out of two subjects	
3rd semester	
Dissertation 1 (Qualification Exam)	2
Research Publications 1	2
Total Credits	4
Semester 4	
Dissertation 2 (Research Result Exam)	3
Research Publications 2	2
Total Credits	5
5th semester	
Dissertation 3 (Close Exam)	4
Research Publications 3	2
Total Credits	6
6th semester	
Dissertation 3 (Open Exam)	5
Total Credits	5
Total	42

3. The number of course meetings with a weight of 3 credits is 12x.
4. Students are required to attend 100% of lectures by signing the Attendance List during lectures.
5. Attendance in each course which is less than 75% results in not being allowed to take the Final Semester Examination.
6. The maximum limit for attendance is a maximum of 3 times

Evaluation

1. Final grades for each course are given in letter form as shown in the following table:

Letter Value	Value Weight (1.00 – 4.00)	Value Weight (0 – 100)	Graduation Status
A	4.00	N > 90	Graduated
A-	3.70	85 < N < 90	Graduated
B+	3.30	80 < N < 85	Graduated
B	3.00	75 < N < 80	Graduated
B-	2.70	70 < N < 75	Not pass
C+	2.30	65 < N < 70	Not pass
C	2.00	60 < N < 65	Not pass
D	1.00	N < 60	Not pass
F	0	0	Failed (Not Collected Paper)

2. Minimum GPA (Grade Point Average) requirement to graduate from the Program *Doctor of Computer Science*[DCS] is 3.00.
3. Courses that are not passed, must be repeated by taking a remedial exam. Corrective examination is subject to a fee of Rp. 2 million / course.
4. Maximum Value of Remedial Examination is B+
5. Information regarding course grades is announced by **Student Grading Graduation Center (SGGC)**
6. Make-up exams possible due to serious illness (hospitalization) or because of a business trip, state assignment, Force Majeur (disaster-must have an official letter from the relevant party) which must be proven with related documents and get approval from the study program.
7. Additional exams are subject to a fee of Rp. 2 million per course, except for reasons of serious illness (hospitalization) is free of charge. (Misfortune, state duty)

Qualification Exam

1. The qualification exam is a comprehensive exam aimed at testing the level of students' understanding of the compulsory subjects and their field of specialization as well as testing the synthesis and integration abilities of all the courses that have been obtained in semester 1 (one) and semester 2 (two).
2. The qualification exam has a weight of credits (2 credits).
3. The requirements for taking the qualification exam are passing all courses in semester 1 (one) and semester 2 (two) and having passed the Dissertation Proposal Session.
4. The qualification exam consists of 2 (two) stages, namely a written exam and an oral exam.
5. The final result of the qualification exam is in the form of Pass or Fail which is determined at the academic meeting.
6. If in the first exam, a student is declared not to have passed, then the student is given the opportunity to repeat only the exam items that did not pass (Re-Qualification Examination).
7. **Qualification Retest** carried out no later than 2 (two) weeks from the last date of the Oral Qualification Examination.
8. Re-Qualification Examination is charged according to applicable regulations.
9. If in the second exam, a student is still declared not passing, then the student is declared disqualified from the program Doctorate and all payments that have been made cannot be withdrawn for any reason.
10. Students are allowed to take a follow-up qualification exam for the following reasons:
 - a. Experiencing serious illness, so had to undergo hospitalization
 - b. Assigned by the company out of town or abroad
11. Students who are forced to take the Additional Qualification exam are required to submit an official letter to the Program Secretariat by attaching the following supporting documents:
 - a. Reasons for serious illness that require hospitalization:
 - Legalized copy - Certificate of Hospitalization from the Hospital
 - Copy - Doctor's Diagnostic Records
 - Copy - Proof of Hospital Fees
 - Original - Subsequent Qualification Exam Registration Form
 - Copy - BINUSIAN Card Flazz
 - Original - Proof of Payment for Follow-up Qualification Examination (payment is made no later than 3 days after the application status is received)

- b. Reasons for being assigned out of town or abroad:
- Original - Letter of Assignment from Superior or Company
 - Copy - Travel ticket (for those on assignment overseas)
 - Copy - Passport and Visa (for those on assignment overseas)
 - Original - Subsequent Qualification Exam Registration Form.
 - Copy - BINUSIAN Card Flazz
 - Original - Proof of Payment for Follow-up Qualification Examination (payment is made no later than 3 days after the application status is received)
12. Submission of the Follow-up Qualification Exam must be made no later than 3 (three) days after the 'H' day of the incident (for those who are hospitalized) and 1 (week) before the 'H' day of the incident for those who get assignments out of town or abroad.
13. With certain considerations, the application for a Supplementary Qualification Examination may be rejected by the study program.
14. The status of acceptance or rejection of the follow-up examination application is notified officially by the DCS Secretariat.
15. Follow-up Qualification Examination is held no later than 1 (one) week after the exam period ends.
16. Supplementary Qualification Exams are subject to fees in accordance with applicable regulations.

Exam Rules

1. Examination participants are officially registered as students in the current Academic Year and Semester and are listed in the Attendance List.
2. Examination participants must bring and use a valid BINUSIAN Card Flazz.
3. Examination participants must sign the Attendance List provided by the exam supervisor by showing the BINUSIAN Card Flazz.
4. Examination participants who arrive late will not be given additional time to complete the exam.
5. If necessary, the exam supervisor has the right to rearrange the examinee's seat during the exam.
6. During the exam, the internet connection will be temporarily turned off (deactivated) unless specified in the exam questions.
7. The exam supervisor has the right to keep all equipment or supplies that are not needed.
8. The exam supervisor has the right to record the name of the examinee in the Minutes of Examination if the examinee commits an act of fraud.

9. All acts of cheating in exams are subject to termination sanctions as BINUS University students (Drop out).
10. If the examinee conducts the exam for and on behalf of another student, he or she will be dismissed as a student at Bina Nusantara University.
- 11.** During the Examination, Examination Participants are not allowed:
 - a) Talk to other fellow examinees.
 - b) Activate the communication device (mobile phone, PDA, ipad, etc.).
 - c) Look at the book / paper answers of other examinees.
 - d) Notifying exam answers to other examinees.
 - e) Throwing/giving each other paper in any form.
 - f) Take out of the room / take home the question sheet / answer.
 - g) Acting rudely, impolitely and against the Exam Supervisor/Exam Picket Officer.
12. The Exam Supervisor has the RIGHT to reprimand and take action against Examination Participants who violate/disregard the Exam Rules.
13. For students whose subject exams collect "papers/publications", they MUST show their PLAGIARISM CHECKING.

College Leave

1. College leave is divided into Official Leave and Unofficial Leave.
2. Official Leave is study leave that is officially submitted by students to the DCS Program Secretariat and obtains official approval from the DCS study program.
3. Unofficial Leave is Lecture Leave that applies to students who do not pay Tuition Fees according to a predetermined time limit or do not apply for Official Leave.
4. Lecture leave is notpermitted when lectures or semesters are already in progress.
5. Lecture leave is calculated in the study period.
(students who are on study leave are not allowed to do academic work, including the guidance process with the Promoter team, and lectures)
6. In very urgent circumstances (force majeure) if the Lecture Leave has to be submitted when the lecture or semester is already running and or the student has attended lectures in class, then the tuition fee that has been paid is declared 'scorched' (non-refundable) and the course taken is declared fall.
- 7.** The maximum Official or Unofficial Lecture Leave is for 2 (two) consecutive semesters.
8. Official or Unofficial Lecture Leave for more than 2 (two) consecutive semesters is considered to have resigned unless there is an official application letter from the student and approval from the DCS study program is obtained.

Reactive

1. Submitted by students who are on official leave and do not exceed the period of 2 (two) consecutive semesters.
2. Active Re-submission is made through an official letter no later than 2 (two) months before the next semester lectures begin and obtain approval from the DCS study program.

Resign

Students who will resign as DCS students must fill out a Withdrawal Form and there is no refund for fees already paid.

Dissertation Stages

1. Before entering the dissertation stage students must pass in Research Colloquium (Seminar).
2. The dissertation is divided into 5 (five) stages, namely:
There is a QC process (3 calendar days)
 - a. **Proposal Examination** (*Dissertation Proposals*)
Test the originality of the scientific contribution and estimate the managerial implications of the proposed research model.
In the examiner team there will be 1 (one) external reviewer who has at least a Doctoral degree.
 - b. **Qualification Exam** (*Qualification Exam*)
Comprehensive exam aimed at testing the level of students' understanding of the compulsory subjects and their field of specialization as well as testing the synthesis and integration abilities of all the courses that have been obtained in semester 1 (one) and semester 2 (two)
There is a QC process (3 calendar days)
 - c. **Research Results Exam** (*Research Results Examination*)
Testing the extent to which the empirical data collected has been processed, analyzed and used to explain or confirm the research model that has been submitted at the proposal stage.
There is a QC process (3 calendar days)
 - d. **Closed Exam** (*Closed Exam*)
Testing the extent to which students can compile the results of their research in a systematic, consistent and comprehensive manner by fulfilling scientific and aesthetic principles. At this stage, students must be able to provide concrete examples (managerial implications) of best practices from the results of their research.
There is a QC process (3 calendar days)
 - e. **Open Examination** (*Open Exam*)
Test the validity of the entire series of student dissertations which are confirmed by examiners (academic side) and practitioners (application side).

3. **Proposal Exam Requirements:**
 - a. Have obtained approval from the Promoter and Co-Promoter to conduct the Proposal Examination as evidenced by the signatures of the Promoter and Co-Promoter on the Proposal Examination Approval Sheet.
 - b. The Proposal Examination was tested by the Promoter, Co-Promoter, and 3 examiner lecturers appointed by the DCS study program.
 - c. Has collected 7 copies of Proposal Manuscripts.
 - d. Have sent proof *Research Publication 1 (Conference)* students must be the first author and the next author is the promoter team
 - e. *Affiliation of the authors*
 - f. Students who have passed the proposal exam are entitled to be declared as doctoral candidates.
4. **Qualification Exam Requirements:**
 - a. Pass all courses in semester 1 (one) and semester 2 (two)
 - b. Passed the Dissertation Proposal Session.
 - c. Students who have passed the qualification exam are entitled to be declared as doctoral candidates.
5. **Research Results Seminar Requirements:**
 - a. Has been declared passed the qualification exam.
 - b. Have obtained approval from the Promoter, Co-Promoter and the examiner team to conduct the Research Results Seminar as evidenced by the signatures of the Promoter and Co-Promoter on the Research Results Seminar Approval Sheet and the signatures of the examiner team on the Consultation Book.
 - c. Has collected Research Results Seminar Manuscripts (4 copies).
 - d. Have sent proof *Research Publication 2 (Journal 1st)* indexed SCOPUS
 - e. The manuscript of the Research Results Seminar is defended in front of the Promoter and Co-Promoter and students.
6. **Closed Exam Requirements:**
 - a. Has been declared passed the Research Results Seminar.
 - b. Have obtained approval from the Promoter and Co-Promoter to conduct a closed Exam as evidenced by the signatures of the Promoter and Co-Promoter on the Closed Exam Approval Sheet.
 - c. Have sent proof *Research Publication 3 (Journal 2nd)* indexed SCOPUS
 - d. Has collected 7 copies of Closed Session Dissertation Manuscripts.
6. **Promotion Exam Requirements**
 - a. Obtain approval from the Promoter, Co-Promoter and the examiner team to carry out the Promotion Exam as evidenced by the signatures of the Promoter and Co-Promoter on the Dissertation Manuscript Approval Sheet and the signatures of the examiner team on the Consultation Book.
 - b. Sign the IPR declaration form.
 - c. Collecting 3 copies of Dissertation Manuscripts for Intellectual Property Rights
 - d. Collecting 8 copies of Dissertation Manuscripts.

8. At each stage of the dissertation, students have the opportunity to take the exam 2 (two) times. For the second exam, students are charged according to applicable regulations.

Advisory Team

1. Guidance is carried out by a Promoter Team consisting of:
 - A promoter as Team Leader and
 - Two Co-promoters as members.
2. The Promoter is a Professor from Binus University while the Co-promoter may come from another university or a practitioner with a doctoral degree with scientific expertise relevant to the research topic.
3. The Promoter Team can be proposed by students.
4. The Promoter Team is appointed based on the Chancellor's Decree
5. The Promoter Team is responsible for the dissertation research of the students they mentor which is reflected in open academic accountability during the promotion exam.

International Publications

1. International Publication must be fulfilled until just before the closed Examination is conducted.
2. At least 2x published dissertation research in SCOPUS indexed international journals.
3. At least 1x presenting his dissertation research in an international conference (Scopus indexed proceedings) held outside or within the country.

Termination of Study

Termination of study (drop out) means the student is expelled from the Doctoral program for the following reasons:

1. Students have registered for the Binus University Doctor of Computer Science [DCS] program but do not take part in lecture activities in semester 1 and/or semester 2 without justifiable reasons.
2. Students who at the end of semester 6 do not achieve a GPA of 3.00
3. Students who at the end of semester 6 have not passed the Proposal exam.
4. Doctoral candidates who at the end of semester 8 have not passed the Research Results Examination.
5. Doctoral candidates who at the end of semester 10 have not taken the Promotion Examination.
6. Conducting plagiarism in dissertation research that has been decided by the University Academic Committee.

GRADUATION

Students are declared eligible to graduate if:

1. Meets all academic and financial requirements.
2. Pass all courses as listed in the curriculum with a minimum GPA of 3.00
3. Submit hardcover Dissertation Manuscripts (2 copies).
4. Submit a softcopy of the Dissertation Manuscript

PAYMENT SYSTEM

1. Payment of tuition fees, leave fees, fees for repeating courses, and other costs is made by transfer using a virtual account as follows:
 1. *Insert your BCA ATM Card*
 2. *Enter your ATM PIN*
 3. *Select Other Transactions Menu*
 4. *Select the Transfers menu*
 5. *Select menu Go to BCA Virtual Account Account*
 6. *Enter your BCA Virtual Account Number (VA number for tuition payments is 132501 followed by your NIM)*
 7. *Enter your payment amount*
 8. *The ATM screen will display your transaction data*
 9. *If the data is correct, select TRUE*
 10. *Done*
2. After making a payment, proof of payment can be sent to the email: Studentservices3@binus.edu
3. Students who have a financing agreement with the institution, the payment system is adjusted to the agreement.
4. All payments that have been made cannot be withdrawn for any reason.
5. Students who do not make payments on time will result in not being enrolled relevant semester and lecture status will be cut off.

Campus Life Rules

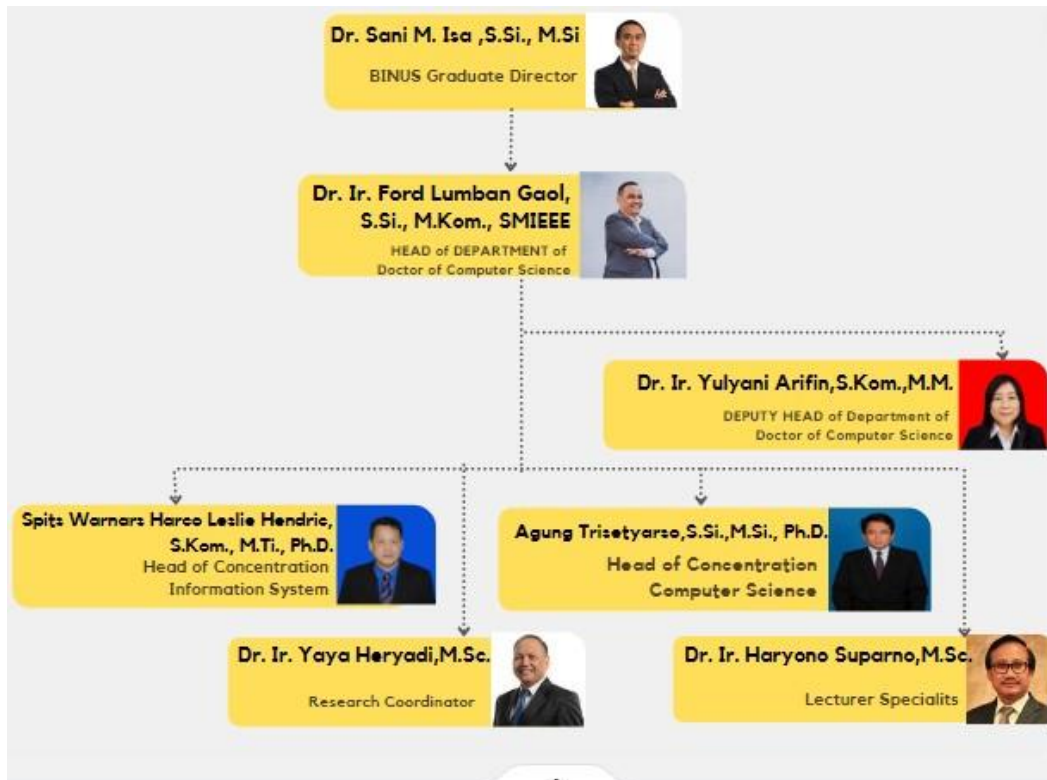
The following table describes the Rules of Campus Life. Acts or acts of violation of the Campus Life Rules are accumulated for each category of violation and apply as long as the student concerned is still registered as a Binus University student.

No	VIOLATION	PENALTY
1.	Smoking around Bina Nusantara University: <ul style="list-style-type: none"> - Orchid Campus: all areas - Syahdan Campus: all areas - Kijang Campus: all areas 	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 2 (two) weeks. 2. The second violation is subject to a suspension of 1 (one) semester. 3. The third violation was dismissed as a student at Bina Nusantara University.
2.	Playing card.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 2 (two) weeks. 2. The second violation is subject to a suspension of 1 (one) Semester. 3. The third violation was dismissed as a student at Bina Nusantara University.
3.	Gambling, consuming liquor and/or getting drunk.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 1 (one) Semester. 2. The second violation was dismissed as a student at Bina Nusantara University.
4.	Disturbing the peace of the teaching and learning process.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student and / or handed over to the police.
5.	Destroying, intentionally or unintentionally, other people's property, including the property of the Bina Nusantara Foundation.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student and / or handed over to the police. Each violation must pay compensation in the amount of the purchase value of the asset or the cost of repairing the asset if the condition can still be repaired.
6.	Seizing other people's belongings, including those belonging to the Bina Nusantara Foundation, or blackmail others.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student and / or handed over to the police. Each violation must return the loot or pay compensation in the amount of the purchase value of the asset.
7.	Stealing in any form.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student and / or handed over to the police. Each violation must return the stolen proceeds or pay compensation in the amount of the purchase value of the asset.

No	VIOLATION	PENALTY
8.	Brawls / fights / beatings.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student and / or handed over to the police.
9.	Doing acts that are contrary to decency.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student.
10.	Accessing pornographic material.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 2 (two) weeks. 2. The second violation is subject to a suspension of 1 (one) Semester. 3. The third violation was dismissed as a student at Bina Nusantara University.
11.	Using, storing, purchasing psychotropic goods and/or other addictive substances.	Violation was dismissed as a student at Bina Nusantara University.
12.	Distributing and selling Psychotropic goods and/or other addictive substances.	The offender was dismissed as a student at Bina Nusantara University and handed over to the police.
14.	Carrying and/or using sharp weapons and the like or other dangerous goods with the aim of endangering the safety of others.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 1 (one) Semester. 2. The second violation was dismissed as a student at Bina Nusantara University.
15.	Conducting incitement or spreading information that is detrimental to the good name of a person / institution / class / race / ethnicity / religion.	Violations can be subject to sanctions up to a maximum of being dismissed as a student at Bina Nusantara University and/or handed over to the police.
16.	Forgery of data / documents / signatures.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 1 (one) semester. 2. The second violation was dismissed as a student at Bina Nusantara University. 3. For group assignments/reports, sanctions apply to all group members
17.	Identity abuse.	<ol style="list-style-type: none"> 1. The first violation is subject to a suspension of 2 (two) weeks. 2. The second violation is subject to a suspension of 1 (one) Semester. 3. The third violation was dismissed as a student at Bina Nusantara University.

No	VIOLATION	PENALTY
18.	Not wearing shoes and/or dressing immodestly.	Not allowed to enter the campus and / or students must leave the campus area.
19.	Threatening, either written or unwritten to students, lecturers, employees, or other people.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student.
20.	Acting rudely or impolitely towards students, lecturers, employees, or other people.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student.
21.	Communicating impolitely, either written or unwritten to students, lecturers, employees, or other people.	Violations can be subject to sanctions up to a maximum of being dismissed as a Bina Nusantara University student.
22.	Doing acts that disturb / violate public order.	Violations can be subject to sanctions up to a maximum of being dismissed as a student at Bina Nusantara University and/or handed over to the police.

DCS Manager



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