



ACADEMIC HANDBOOK
MASTER OF LAW (LLM PROGRAM)
FACULTY OF LAW UNIVERSITAS GADJAH MADA
2021

DEAN'S MESSAGE

It is my pleasure to welcome all students, whether international or domestic, to the LL.M. Program at Faculty of Law, Universitas Gadjah Mada. The Faculty has for long been on a mission to establish legal education with international reputation, and the LL.M. Program has become our latest effort to achieve that mission. The LL.M. Program offers in-depth studies on wide range of aspects within the field of International Law, Business Law, Criminal Law and Law and Governance. We have invited prominent professors to join our program and provide students with advanced and contemporary developments in their fields of expertise.

In order to optimize the benefits of our students, student exchange and double degree programs are available for students to join. With regard to provide our student more opportunity for international exposures, we have agreed to hold various international exposure programs in collaboration with higher education institutions in various countries such as Erasmus University Rotterdam, Leiden University, Groningen University, Murdoch University, University of South Australia, Nagoya University, etc. In future, we will enhance our collaboration with other worldwide class universities.

Lastly, on behalf of the Faculty, I wish you a pleasant sojourn in Yogyakarta. The Faculty staff would be more than welcome to assist you in your studies.

Dean of Faculty of Law UGM,

Prof. Dr. Sigit Riyanto, S.H., LL.M.

PREFACE

Before embarking on their studies in the LLM Program at the Faculty of Law, Universitas Gadjah Mada, students are often unsure about the information relevant to the program. Sometimes, they are even unsure of what to expect from the program and the learning outcomes of the program. This Academic Handbook was initially written to provide students enrolled at the program with the information needed in relation to their LLM study, including course registration process and thesis writing. At a later stage, information regarding the courses offered in the LLM Program was also included. In this book, aside from things that have been mentioned, students will also find information regarding history and organization of the study program, curriculum applicable in the LLM program, study process, academic attitude, and international exposure program.

The program's management is open to suggestions from readers, especially our students. We hope that this book can ease students in pursuing their LLM degree at our program.

Yogyakarta, July 2021
Head of Study Program,

Sri Wiyanti Eddyono, S.H., LL.M., Ph.D

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CHAPTER I

PROFILE

A. History

In the early days, Faculty of Law Universitas Gadjah Mada was known as *Fakulteit Hukum Balai Perguruan Tinggi Gadjah Mada (FH BPTGM)*. It was established on 17 February 1946 and had Prof. Dr. Mr. Notonegoro as the first Dean of the Faculty. *FH BPTGM* was the oldest law faculty in Indonesia and as the embryo of the establishment of Universitas Gadjah Mada.

In 1980, the Master Program for Legal Science was launched under Doctoral Institution of UGM and coordinated by Graduate Faculty of UGM. Since 1994, UGM Master Program for Legal Science had been running as Study Program for Legal Science at Postgraduate Program UGM based on decision of General Director for Higher Education of Department of Education and Culture number 580/Dikti/Kep/1993. In line with the status change for UGM into State-owned Legal Institution and in order to manifest Universitas Gadjah Mada as a world class research University, based on UGM Rector's decision number 89/P/SK/HT/2006, the providence of graduate program is to be mono-discipline and run by faculty. Therefore, Faculty of Law UGM runs Study Program for Master for Laws, Master for Public Notary, Master for Litigation and Master for Health Law.

In response to the need to specialize on particular legal studies so as to equip students with the relevant legal skills and expertise, since 2008, the Study Program for Master for Laws began to run with cluster system. For now, there are four clusters of disciplines within the Master of Laws program, namely Business Law Cluster, International Law Cluster, Law and Governance Cluster, and Criminal Law Cluster. Each cluster has compulsory subjects that are required for Master of Laws (LL.M) students to enroll in during their study.

The LL.M program itself was established in 2013. The Decree of Rector of Universitas Gadjah Mada No. 379/P/SK/HT/2013 dated 26 April 2013 has affirmed the awarding of Master of Laws (LL.M.) degree for students pursuing the Master of Laws studies at the LL.M. program. The establishment of LL.M. program is in line with the vision of Universitas Gadjah Mada in aspiring to become a world class university through high quality education in order to create eminent and competent graduates. The previous Decree of Rector of Universitas Gadjah Mada No. 292/P/SK/HT/2008 dated 2 June 2008,

shared the same vision, except that the degree will also be awarded to students pursuing their studies in regular classes within the program.

At a later stage, some issues were raised against the faculty regarding the international orientation of the program. One of the main issues was that the program's graduates were not able to practice their English capability as expected, both in writing and conversation. Such condition persists even when the university had required graduating students to pass a minimum score of Test of English as a Foreign Language (TOEFL). Some policies have been undertaken in order to address this issue. One of which is the requirements for students to take part in international exposure program. The other is the methodology of legal research and legal writing, as a compulsory subject for every LL.M student, has been scheduled earlier so that students are equipped with skills necessary to do a legal research properly.

As proof of the faculty's commitment to hold a true international program granting internationally recognized law degree, two different law degrees will be awarded to students enrolled in different classes. The LL.M. degree will be awarded to students enrolled at the LL.M. program, while the *Magister Hukum* degree will be awarded to those enrolled at the regular classes. Meanwhile, in order to ensure international orientation of the class, students will be able to apply for student exchange, double degree programs and other international exposure with partner universities, in line with the Faculty's policies.

B. Vision of Study Program

Vision of the study program is to be a world class, competitive and innovative program and to strengthen legal science with a view to serving for the interests of the nation and state based on Indonesian cultures and humanity in line with Pancasila.

C. Mission of Study Program

Mission of the study program is to:

1. hold education that can enhance academic knowledge through critical, progressive, and innovative thinking for the development of legal science;
2. conduct research for the development of legal science and benefits of the society;
3. perform community service activities in order to improve people's knowledge and consciousness of law;
4. Develop collaboration both at the national and international level.

D. Output and Goals of Study Program

The goal of study program is to create graduates of high quality who possess relevant expertise in legal science and be able to provide solutions to legal issues emerging within the society.

E. Supporting Units

1. Law Library

The law library has been home for law students who are passionate on learning legal theories, procedures as well as legal issues faced in the country. As one of the centers of learning for students, the library in the Faculty of Law UGM is trying to fulfill the students' needs on legal study. The law library has more than 23.554 books which consist of 7.782 book titles and 60 titles of bulletin and journals. In addition to physical collections, the library in the faculty provides the students with an internet access, ebooks, online journals and other sources of learning. Journals such as Westlaw are able to be accessed through the faculty website www.law.ugm.ac.id. Besides that, students can also access e-book from Ebsco, IEEE, JSTOR, Proquest, Science Direct and Spring-Link through the link www.lib.ugm.ac.id.

2. Research and Development Unit

This unit aims to manage researches from lecturers and students in the faculty.

- a) Faculty funded researches are available for students on the regular basis;
- b) To undertake a research, a student or a lecturer may submit application to the secretariat of this unit;
- c) Students are also recommended to seek grants research opportunities available in different institutions.

3. Quality Assurance Unit

This unit is aimed to develop the quality Assurance in the Faculty of Law Universitas Gadjah Mada in accordance to the structure of organization, responsibility and authority. In recent time this unit focuses on the academic matters, support study programs within the faculty with the accreditation, etc.

4. “Mimbar Hukum” Journal Unit

Journal of “*Mimbar Hukum*” publishes three times per year. It does so in February, June, and October. Furthermore, Journal “*Mimbar Hukum*” also publishes the English edition and special edition to commemorate special events.

5. Communication and Information Technology Unit

Communication and Information Technology Unit gives services to the students on:

a) Academic Information System and *Kartu Rencana Studi/ KRS* (Study Input) Online

This system is used both as the integrator academic information within the academic units (study program/faculty) and as the communication media among the users in the campus.

b) e-mail of UGM

A student in the Universitas Gadjah Mada has right to have an email and address website host from UGM. To apply this, a student may come to *PPTIK (Pusat Pelayanan Teknologi Informasi dan Komunikasi)* UGM by providing student card and filling the application form in *PPTIK*.

c) Hotspot

Hotspot is an area where Wi-Fi connection is accessible. Students in the faculty have rights to use this facility as free charge for 24 hours a day and 7 days a week. To use this facility, students may come to the Information Technology Unit to get username and password.

6. Center for Consultation and Legal Aid

The establishment of Center for Consultation and Legal Aid has two main purposes. First, this unit provides consultation on legal issues and legal development to students, lecturers and other parties within the law school. Second, it aims to give legal aid to the society and to spread the awareness to the society by holding seminars and providing legal advices in rural area.

7. Center for Anti-Corruption Study (*Pusat Kajian Anti Korupsi*)

This unit aims to improve the quantity and quality of campus community in tackling and eradicating the corruption in Indonesia, with purposes:

- a) the increasing of the amount of the Faculty of Law which has campus community institution in monitoring the court;
- b) the improvement of quality and professionalism of the lecturers and students to support PUKAT in monitoring the court;
- c) the improvement of alumni's involvement in the activities of court monitoring campus institution;
- d) the establishment of court monitoring campus institution which has high quality; and The improvement of the concern of campus community in tackling and eradicating the corruption actively.

8. Center for Intellectual Property, Competition and Dispute Settlement Mechanism Studies (CICODS)

This unit aims to be a prominent center of studies in the area of intellectual property, competition, and disputes settlement mechanism at the national, regional, and international level. In addition, it becomes a think-tank for the government and national business community in those three areas.

9. Center for Agricultural and Legal Study

The focus of this unit is to conduct researches for developing legal science on regulations which are related to agriculture and social services to find solution on agriculture and legal problems. This unit covers fields on husbandry, animal health, food, and plantation conservation.

10. Center for Regulation Impact and Province Autonomy

This unit aims to conduct these following roles:

- a) supporting thought on developing regulations, especially Legal Drafting, Regulatory Assessment, and creating cooperation with the related institutions;
- b) conducting researches, study, and developing interdisciplinary and multidisciplinary of regulation and public policy; and
- c) doing social services especially on regulations and public policy.

11. Law, Gender and Society Centre.

It focuses to conduct research and to enhance discourse for developing legal and policy reform for gender equality and social justice.

F. Facilities

1. Modern equipped classrooms;
2. Internet connection 24 hours with Wi-Fi hotspot areas;
3. Law library with “*Westlaw*” collection online;
4. Online study system (*e-lisa*);
5. Multimedia rooms;
6. Computer Lab;
7. Moot court and Debating rooms; and
8. Teleconference classes.

G. Networking

In order to develop the international networking, Faculty of Law of Universitas Gadjah Mada joins with AUN (ASEAN University Network). Besides joining with AUN, the Faculty also joins Asian Law Institute and make cooperation program on Dual Degree program with Reading University and Queen Mary University in United Kingdom, the University of Queensland and Macquarie University in Australia, Shanghai Jiaotong University in China and Maastricht University in The Netherlands. For other international exposure programs, the Faculty has made cooperation with many overseas universities around the world, as table bellows.

Table 1. Faculty of Law Partnership with universities

No	Institution	Scope of Collaboration
1.	Erasmus University Rotterdam, The Netherlands.	– student exchange program
2.	Murdoch University, Australia	Open for collaboration (MoU) – staff exchanges – student exchanges – collaborative projects in mutual interest
3.	School of Law - Swinburne University of Technology, Australia	– student and staff mobility – research collaboration – transnational professional networks
4.	The University of Sydney, Australia	– offshore program – winter course program
5.	Maastricht University, The Netherlands	– research – PhD candidates – conferences – publications – academic staff

6.	School of Law, University of South Australia, Australia	<ul style="list-style-type: none"> – student exchange – research collaboration
7.	Leiden University, The Netherlands	<ul style="list-style-type: none"> – exchange students – reciprocal marketing of courses – exchange and sharing material – exchange research and teaching staff – joint publication – conference, courses, seminar etc
8.	Faculty of Law, Groningen University, The Netherlands	<ul style="list-style-type: none"> – staff and student exchange – organization of conference, seminar, and academic meetings – development of human resources
9.	Nagoya University, Japan	<ul style="list-style-type: none"> – exchange of legal information in east asian region – joint formation of theories on asian law – common standards for legal education and law school programs
10.	Shanghai Jiaotong University, China	<ul style="list-style-type: none"> – student exchange – dual degree – summer program scholarship – faculty exchanges – collaboration between the centers
11.	College of Law, National Taiwan University, Taiwan	<ul style="list-style-type: none"> – student and staff exchange – information exchange – joint-conference and academic programs – joint-research activities and publications

CHAPTER II

MANAGEMENT

The Master of Laws is one of the study programs held by the Faculty of Law, Universitas Gadjah Mada. Each study program has its own Head of Study Program, whose main task is to coordinate the holding of study program. The Chief is assisted by one Head assistant and several academic and financial support staffs. The holding and development of study program is within the responsibility of the Chief and supervised by the Dean of Faculty of Law.

Structure of LLM Program Management

Faculty of Law UGM

1. Deanship of the Faculty

Dean	Prof. Dr. Sigit Riyanto, S.H., LL.M.
Vice Dean for Academic and Student Affairs	Dahlia Hasan, S.H., M.Tax. Ph.D.
Vice Dean for Financial, Human Resources and Assets	Herliana, S.H., M.Com.Law., Ph.D.
Vice Dean for Research, Community Services	
Alumni & Cooperation Affairs	Dr. Mailinda Eka Yuniza, S.H., LL.M

2. Study Program Management

Head of Study Program	Sri Wiyanti Eddyono, S.H., LL.M., Ph.D
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Head assistant

Dr. Khotibul Umam, S.H., LL.M.

3. Study Program Support Staffs

a. Bernadus Purnawan, S.S.

b. M. Adityas Putri, S.Pd

c. Dwi Ningsih, A.Md.

CHAPTER III

EXPECTED LEARNING OUTCOMES AND CURRICULUM

A. EXPECTED LEARNING OUTCOMES (ELO)

a. Able to understand, internalize and implement religious and humanity values with the appreciation towards diversity, love and pride of the homeland, nationalism based on Pancasila, social sensitivity, concerns for society, environmental sustainability and ethics of legal profession.	VALUES
b. Able to understand and master theories and implementation of the development of legal science, which are explored with an interdisciplinary approach in an innovative manner.	KNOWLEDGE
c. Able to critically analyze the development of legal theories and practices and able to develop cross-legal and multi-perspective scientific knowledge as well as producing solutions to legal problems and provide benefits to the community. d. Able to formulate analysis in thematic writings that are useful for developing skills in researching and developing knowledge as academics, researchers or policy makers.	SPECIFIC SKILLS
e. Able to apply logical, critical, systematic, and innovative thinking in the context of the development or implementation of legal science that concerns to the values of justice, certainty and utility. f. Able to compile the results of the above scientific studies in the form of a thesis or final project report, publicize the academic work in the form of a thesis or final assignment report published on the university's website by upholding academic integrity in general and preventing plagiarism practices; and g. Able to adapt, work together, create, contribute, and innovate in applying legal science to social life;	GENERIC SKILLS

B. CURRICULUM

The curriculum at LL.M program comprises of core, compulsory concentration and elective courses. Areas of concentration at the LL.M. program consist of business law, international law, law and governance and criminal law. In accordance with Regulation of the LLM Degree, students are required to complete 40 credits that are divided into the following five types of module:

- A. Compulsory modules, consisting of five courses totaling 11 credits;
- B. Thematic modules according to four clusters: business law, international law, criminal law and law and governance. Each cluster offers four courses totaling 10 credits;
- C. Elective modules, to be taken outside a student's thematic course, consisting of four courses totaling 8 credits.
- D. International exposure module categorized in nine activities. Students may choose any amount of such activities so long as it totals 3 credits: and
- E. A Master's thesis module or International Journal, totaling 8 credits.

The breakdown of each module's courses are follows:

A. **Compulsory Courses (11 credits)**

1. Legal Theory (3 credits)
2. Law and Politics (3 credits)
3. Human Rights Law (2 credits)
4. Methodology of Legal Research and Legal Writing (3 credits)

B. **Thematic Courses (10 credits)**

1. **Business Law Cluster:**

- a) Comparative Banking Law (2 credits)
- b) Comparative Capital Market Law (2 credits)
- c) International Trade Law (2 credits)
- d) Corporate Law (2 credits)
- e) Law and Development (2 credits)

2. **International Law Cluster**

- a) Public International Law in Asia Countries (2 credits)
- b) International Organization Law; regional arrangement in Asia Countries (2 credits)
- c) Law of the Sea (2 credits)
- d) International Humanitarian Law and its current issues in Asia (2 credits)
- e) Legal Aspect on International Economic law (2 credits)

3. **Law and Governance Cluster**

- a) Constitutional Development and Principles of Good Government (2 credits)
- b) Public Policy, Legislation and Review Mechanism (2 credits)

- c) Local Government: National and Comparative Law Perspective (2 credits)
- d) National State-Owned Company and Local Government Owned Company (2 credits)
- e) Double Tax Convention (2 credits)

4. Criminal Law

- a) Comparative Criminal Law in ASEAN countries (2 credits)
- b) Economic Crimes (3 credits)
- c) Indonesian Criminal Justice System (2 credits)
- d) Transnational Crimes (2 credits)
- e) Victimology (2 credits)

5. Environmental Law

- a) Conflict Resolution on Natural Resources (2 credits)
- b) Right to Utilize the Natural Resources (2 credits)
- c) Globalization and the Environment (2 credits)
- d) Economics Law on Natural Resources and the Environment (2 credits)
- e) Agrarian on Human Right Perspectives (2 credits)

C. Elective Courses (8 credits)

Elective courses are to be chosen from any cluster outside a student's concentration/cluster/thematic area within difference post graduate program in Faculty of Law and other faculty in UGM, other state university in Indonesia and abroad. The maximum to take elective course outside LL.M Program is 4 (four) credits.

D. International Exposure (3 credits)

International exposure is designed for achieving the high standard of learning process in an international environment. The 3-credit international exposure module is compulsory but shall be arranged by the students themselves according to the activities of their choosing. Unless awarded with a scholarship, all expenses involved in the undertaking of international exposure shall be borne by the students and apart from the tuition fee.

1. Exchange program/international workshop (3 credits)
2. Paper presentation in an international conference (3 credits)
3. Attendance in an international conference (1 credit)
4. Publication in an indexed international publication (3 credits)
5. Participation in a summer course (1 credit/week)
6. Participation in a guest lecture (1 credit/5 attendance supported with report)

7. Internship (2 credits/month)
8. Research stay (2 credits/month)
9. Participation in an international elective course (2 credits/semester)
10. Participation in an international competition (2 credits/competition)
11. Participation in a Double Degree program (3 credits)

E. Master's Thesis or International Journal (8 credits)

1. Seminar Research Proposal (2 credits)
2. Thesis writing and defense (6 credits)

Master's thesis shall comprise a paper of 15,000-25,000 words (exclusive of tables, statutes, notes, appendices, and bibliography). The thesis module consists of a research proposal a research proposal defense presentation (shall be held openly and attended by other students), a research presentation, a defense, and submission of the revised thesis post-defense.

As the substitute of master thesis, student may publish research paper in International Journal with Scopus index or other reputable publication. The process to public paper as substitute of master thesis is similar to the proposal for master research. The student needs to apply for the supervisor and inform the program for this plan. The paper published shall be presented in front of panel review

Course Structure by Concentration Areas

Concentration Area: Business Law		
Course Code	Course Name	Amount of Credits
HKLLM211101	Legal Theory	3
HKLLM211102	Law and Politics	3
HKLLM211103	Human Rights Law	2
HKLLM211201	Methodology of Legal Research and Legal Writing	3
HKLLM211202	Comparative Banking Law	2
HKLLM211203	Comparative Capital Market Law	2
HKLLM211204	International Trade Law	2
HKLLM211107	Corporate Law	2
HKLLM211108	Law and Development	2
	Elective course	2
	Elective course	2
	Elective course	2
	Elective course	2
HKLLM211104	International Exposure	3
HKLLM211105	Seminar Research Proposal	2
HKLLM211106	Thesis	6
Total Amount of Credits		40

Concentration Area: International Law		
Course Code	Course Name	Amount of Credits
HKLLM211101	Legal Theory	3
HKLLM211102	Law and Politics	3
HKLLM211103	Human Rights Law	2
HKLLM211201	Methodology of Legal Research and Legal Writing	3
HKLLM211109	Public International Law in Asia Countries	2
HKLLM211205	International Organization Law (Regional arrangement in Asia Countries)	2
HKLLM211110	Law of the Sea	2
HKLLM211206	International Humanitarian Law and its current issues in Asia	2
HKLLM211207	Legal Aspect on International Economic Law	2
	Elective course	2
	Elective course	2
	Elective course	2
	Elective course	2
HKLLM211104	International Exposure	3
HKLLM211105	Seminar Research Proposal	2
HKLLM211106	Thesis	6
Total Amount of Credits		40

Concentration Area: Law and Governance		
Course Code	Course Name	Amount of Credits
HKLLM211101	Legal Theory	3
HKLLM211102	Law and Politics	3
HKLLM211103	Human Rights Law	2
HKLLM211201	Methodology of Legal Research and Legal Writing	3
HKLLM211111	Constitutional Development and Principles of Good Government	2
HKLLM211112	Public Policy, Legislation and Review Mechanism	2
HKLLM211208	Local Government: National and Comparative Law Perspective	2
HKLLM211209	National State Owned Company and Local Government Owned	2
HKLLM211210	Double Tax Convention	2
	Elective course	2
	Elective course	2
	Elective course	2
	Elective course	2
HKLLM211104	International Exposure	3
HKLLM211105	Seminar Research Proposal	2
HKLLM211106	Thesis	6
Total Amount of Credits		40

Concentration Area: Criminal Law		
Course Code	Course Name	Amount of Credits
HKLLM211101	Legal Theory	3
HKLLM211102	Law and Politics	3
HKLLM211103	Human Rights Law	2
HKLLM211201	Methodology of Legal Research and Legal Writing	3
HKLLM211211	Comparative Criminal Law in ASEAN countries	2
HKLLM211113	Economic Crimes	2
HKLLM211212	Indonesian Criminal Justice System	2
HKLLM211213	Transnational Crimes	2
HKLLM211114	Victimology	2
	Elective course	2
	Elective course	2
	Elective course	2
	Elective course	2
HKLLM211104	International Exposure	3
HKLLM211105	Seminar Research Proposal	2
HKLLM211106	Thesis	6
Total Amount of Credits		40

Concentration Area: Environmental Law		
Course Code	Course Name	Amount of Credits
HKLLM211101	Legal Theory	3
HKLLM211102	Law and Politics	3
HKLLM211103	Human Rights Law	2
HKLLM211115	Conflict Resolution on Natural Resources	2
HKLLM211116	Right to Utilize the Natural Resources	2
HKLLM211214	Globalisation and the Environment	2
HKLLM211215	Economics Law On Natural Resources and the Environment	2
HKLLM211216	Agrarian on Human Rights Perspectives	2
HKLLM211115	Conflict Resolution on Natural Resources	2
	Elective course	2
	Elective course	2
	Elective course	2
	Elective course	2
HKLLM211104	International Exposure	3
HKLLM211105	Seminar Research Proposal	2
HKLLM211106	Thesis	6
Total Amount of Credits		40

Students are expected to complete their studies in the LLM Program in four (4) semesters or 2 Academic Years.

CHAPTER IV

COURSE DESCRIPTIONS

1. Legal Theory

This course provides an extensive understanding on both philosophical and theoretical aspects of law. It approaches philosophical aspect when it raises foundational questions about law e.g. what law is, what the role and the function of law, and how a legal system operates. To answer that question, this course provides lectures on school of legal thoughts such as Natural Law, Legal Positivism, Legal Realism, and Critical Legal Studies. All the legal thoughts discuss about the definition of law, the role and function of law, and the way a legal system operates. This course comes to the theoretical aspect of law through the discussion of the relation of law to some issues such justice, moral, and legitimacy. In addition to that some of key legal concepts are also discussed such as rule of law, and legal personality.

2. Law and Politics

This course provides knowledge of the interaction between law and politics in the state. More specifically, it focuses on the definition, correlation politics of law and legal science, scope and elements of law and politics, *ius constituendum*, state, politics of law as legal policy. In addition, it deals with law making process: the political process and maneuver that lead to social changes and its affect the law that will be presented by case studies in the Post-reformasi Indonesia.

Law and Politics is a part of legal science that examines the interaction between law and politics in the process of formulating laws and regulations in Indonesia. This course reflects the interdisciplinary and multidisciplinary of law and science. This lecture discusses not only the background, direction-development, processes, products and goals of the law (*ius constituendum*) but how the process of formulating laws and policies as a political process inside and outside parliament. This lecture material discusses influence factors on the law making process that leads to social justice change. Case studies in the form of experiences in the advocacy process for selected legislation and across legal fields were discussed in the lecture.

3. Human Rights Law

The subject aims to give the student a solid understanding about international human rights laws, mechanisms as well as an overview of human rights instruments and specific conventions such as CEDAW, CRC convention and other human rights treaties. The subject includes the critical perspective of the implementation of legal remedies under particular human rights mechanism and special conventions, and the exhaustion of legal remedies. Moreover, the subject will provide illustration of cases in order to

trigger the student's ability to apply certain convention to such case and the applicability in domestic level.

4. Methodology of Legal Research and Legal Writing

This subject provides students with a step-by-step guidance in undertaking legal research. An introduction to what is scientific method and how it works are given. It then continues with the topic of approaches to law which aim at familiarizing students with the variety of legal disciplines. How to formulate good background and research Questions, data collection methods, data analysis, literature review, citation and plagiarism, and using internet in research are also covered in the subject. Students are expected to able to use them as tools to write a research proposal. As to the Legal Writing part, this course provides students with analytical and writing skills. It assists students with how to organize their ideas and write them in a logical and systematic manner.

5. A Master's Thesis or International Journal Article.

A Master's thesis shall comprise a paper of 15,000-25,000 words (exclusive of tables, statutes, notes, appendices, and bibliography). The thesis module consists of a research proposal, a proposal seminar, a research presentation, a defense, and submission of the revised thesis post-defense.

Student may publish research paper in International Journal with Scopus index. The theme of the journal shall cover the law issues or recent law topics. The length of the paper and the citation format comply with the journal. The paper published shall be presented in front of panel review.

6. Seminar Research Proposal

Seminar Research Proposal is an implementation of the Research Methodology and Legal Writing course under the guidance of a supervisor who is appointed by the Head of the Department within the Faculty of Law UGM at the request of the Head of Master of Law Study Program. Students are free to choose titles, legal issues, types of legal research, and research approaches to solve legal problems that meet the criteria of novelty, urgency, and theoretical and practical significance, and are free from plagiarism under the supervision of their supervisors. Interdisciplinary and multidisciplinary scientific approaches are highly recommended, so that the legal research output is expected to provide scientific contributions in the field of law and other related fields.

7. International Exposure

International exposure is designed for students to achieve high standard of learning process in an international environment. The 3- credits international exposure module is compulsory but shall be arranged by students themselves according to the activities of their choosing. Unless awarded with a scholarship, all expense involved in the undertaking of international exposure shall be borne by the

students and apart from the tuition fee.

8. Comparative Banking Law

The course on Comparative Banking Law discusses on the theoretical aspects of bank as financial intermediary institution, the roles of central bank and other relevant institutions in banking industry, as well as the role of central bank in crisis situation. This course will also provide students with the discussion on bank principles, bank loan aspects, bank soundness, and relate these discussions with some relevant practical matters. Student will also learn about comparative study of Indonesia banking law with that of the other selected countries, namely the United Kingdom, the United States of America, and Singapore to understand bank industry globally.

9. Comparative Capital Market Law

The course on Comparative Capital Market Law covers theories, doctrine, and legal norms of Capital Market among several countries in the world. Besides understanding Indonesia Capital Market, students are also invited to learn and compare with the United States of America, Australia, and Hongkong Capital Market Law, especially with regards to the structure of capital market, Initial Public Offering, affiliated party transaction and conflict of interest transaction, material transaction, secondary market, mutual fund, as well as the crime and violation on capital market. At the end of the course, students are expected to master the theories, doctrine, and legal norms of Capital Market in Indonesia, the United States of America, Australia, and Hong Kong.

10. International Trade Law

With the rise of globalization and free trade, the world economy has become more interdependent and interconnected than ever before. As a result, international trade has undergone a period of unprecedented growth in recent years. At the core of international trade are a set of laws and rules which enable businesses to mitigate risks and which provide protection for their assets. This course provides the basic theoretical framework for the three most important bodies of laws which provide such legal protection for businesses in the context of international trade, namely: the law of the World Trade Organization, Foreign Direct Investment law and Intellectual Property law. The course would be divided into three parts respectively. The discussion on WTO law will be centered on the fundamental legal principles governing the trade in goods and trade in services, and the role of the WTO in trade liberalization. FDI law will cover core principles on the standards of treatment of foreign investments, dispute resolution mechanism and exceptions to liability. Finally, the material on IP law will cover both the domestic and international aspects, covering subject matters such as patents, copyrights and trademarks.

11. Corporate Law

The course on Comparative Corporate Law covers theories, doctrine, and legal norms of Corporate Law among several countries in the world. Besides understanding Indonesia Corporate Law, students are also invited to learn and compare with the United States of America, The United Kingdom and The Netherland. Some topics of this subject is including type of corporations, corporate's organs and governance, corporate actions, corporate liability, as well as corporate crime. At the end of the course, students are expected to master the theories, doctrine, and legal norms of Corporate Law in Indonesia, the United States of America, The United Kingdom and The Netherland.

12. Law and Development

Law and Development is an interdisciplinary study of law and economic and social development. It examines the relation between law and development and analyzes how to use law as an instrument to promote economic and social development. Law plays an important role in creating certainty and predictability in investment. Without the legal certainty assurance, the economy development is uneasy to be conducted. The legal theory has been stated by Roscoe Pond that "Law as a tool of Social Engineering" followed by Legal Theory of Development (Teori Hukum Pembangunan) from Mochtar Kusuma-atmadja were relevant legal theory to this subject.

13. Public International Law in Asian Countries

The course will focus on a detailed study of public international law and recent development that involve Asian countries. Topics covered in the subject range from the development of international law in Asia, sources of international law, legal personalities, and relation to domestic law in Asian countries, territorial matters and international treaties. Further, current issues in Asia that relates to the problems, challenges and opportunities of public international law will be analyzed comparatively between several countries.

This course critically examines legal theories on international relations in a broader way on debate and development of contemporary discourse, especially the Third World Approaches to International Law (TWAIL) and other critical approaches. Furthermore, it will critically examine contemporary and current international law issues from the point of view of legal theories and international relations especially in Asian Countries. It has objective that students can deepen, expand, and criticize their understanding of theory and how it applies in observing and analyzing problems that occur in the international world.

14. International Organization Law; regional arrangement in Asian Countries

The course will provide students with insights on the functioning international organization in Asia. Topics covered in the course include definition and development of international organizations (IO) in

Asia, legal rights and obligations of IO, the roles of IO in maintaining peace and security, be it social, political and economic, as well as protecting human rights in the region. Moreover, the course also addresses recent developments in international organization law in Asia through several issues that involve Asian countries.

This course examines in depth theories (include the developments) about international organizations and approaches or trends at the global level in law, cases, and practices of diplomatic relations, consular affairs and other missions in international law, including the issue of immunity for self or property, envoys and their families, diplomatic asylum, the inviolability of the diplomatic mission headquarters, the influence of the digital era in diplomatic law, the mission of international organizations, and etc.

15. Law of the Sea

The subject of the law of the sea focuses more on the sovereignty of the state in possessing the water territory. Further, this subject will discover and analyze the main basic legal instrument of law of the sea: UNCLOS. Primary focuses of this subject: history and development of the law of the sea, how Grotius impacted the development of the law of the sea, UNCLOS: sea lane passage, rights and obligation of the land-locked states and coastal states, international safety navigation, applicability of UNCLOS and IMO, exclusive economic zone, archipelagic states, etc.

16. International Humanitarian Law and its current issues in Asia

The course provides with a solid understanding of the law of armed conflict and the interaction between international humanitarian law with international human rights law and authoritarian regimes and global threats such as terrorism in Asia. The aim of the course is to equip students not only with the theory, legal knowledge, but also with practical knowledge and analytical skills on how to understand, interpret and apply the rules of international humanitarian law. A particular focus will be given to Asian countries by discussing and examining current issues in the region.

This subject covers the differences and relationships between human rights and international humanitarian law. The lecture will discuss theories and approaches in human rights in general, in specific discussion is about the principles of non-discrimination and justice in human rights instruments as an introduction to exploring specific instruments related to the protection of human rights for marginalized and vulnerable groups: human rights from a gender perspective, human rights in the perspective of children, human rights in labor migrants protection, and human rights for disabilities. In the context of protecting these vulnerable groups, the human rights mechanism at the national level will be discussed. In the context of humanitarian law the discussion begins with the theories and concepts of International Humanitarian Law and its

development. The discussion was followed by the Institutional Mechanism of the International Humanitarian Institutional Mechanism through the ICRC, Humanitarian Action and Human Security in Context and Protection of Vulnerable Groups in International Humanitarian Law.

17. Legal Aspect on International Economic Law

This course discusses legal aspects on international economic relations and multilateral trade (between countries). The discourse developed is focused on the structure, substance, and implementation of international economic law through relevant international institutions in economic relations between countries, as well as multilateral trading systems, such as the WTO, GATT, IMF, and IBRD (World Bank). It also covered the constraints faced by developing countries, including Indonesia's position in facing the international trade liberalization process.

18. Constitutional Development and Principles of Good Government

Indonesia is one of the few countries which has had relatively smooth experience in conducting transition from the authoritarian regime to a democratic government. This experience is pivotal to be thought for Indonesian students to nurture the what so-called "collective memory" of the nation. These are also used to be shared with international students as a unique information. Thus, this course will assist the student to understand the constitutional development faced by Indonesia in changing of the regimes. The course will also expand the discussion about the positive progress of the embodiment of the good governance principles and its implementation.

19. Public Policy, Legislation and Review Mechanism

The course will also present, from a comparative perspective, the review mechanisms in constitutional and administrative law, which are crucial for ensuring the authority of the Constitution and the law and for protecting the rights of the citizen in any state that is based on separation of powers and the rule of law. This part will focus constitutional review, judicial review of administrative action and nonjudicial control mechanisms of administrative action.

20. Local Government: National and Comparative Law Perspective

This course aims to discuss the dynamics of the local government power from the legal history perspective. Under the Indonesian authoritarian regime, the power of the local administration had been limited; at the early stage of the Reformation era, local government enjoyed vast power. However, the results of the expansive power led to undesirable results. Since then, Indonesia tried to re-adjust the power of the local government. This course will explain what lesson learned can be gained from this development. Also, the course will also touch on the discussion about the role and the power of local government in other

countries especially related to centralization and decentralization perspective.

21. National State-Owned Company and Local Government Owned Company

This course provides an extensive understanding on the law of national state-owned company and local government owned company. Issues that will be covered in the course include definitions of state owned company and local government owned company, legal principles governing the operations of the government-owned companies, rules and regulations, and the practice of the government-owned companies. In addition, cases will be discussed during the class to illustrate the issues and challenges faced by the state owned companies.

This course specifically examines policies for the provision of goods and services to support the implementation of government tasks which include discussion of the process of procuring government goods and services, procedures for procuring goods and services that meet the principles of good governance that apply universally (globally) and are derived in context. Indonesia, (as an optimization step in the management of State Property and to prevent corruption, collusion and nepotism), as well as evaluation, supervision and guidance.

22. Double Tax Convention

Classically, income tax collection is based on two main principles, the domicile principle and the source principle. The application of these two principles causes international juridical double taxation, which can disrupt trade between countries. The main instrument for avoiding double taxation is through Tax Treaty, which is a bilateral instrument. This course will discuss Tax Treaty, including objectives, the theory behind the model, and methods of avoiding double taxation. In addition, the rampant practice of tax resistance by taxpayers has led to the need for multilateral instruments, which complement the tax treaty. On one hand, the Government needs multilateral instruments to eradicate tax avoidance and evasion practices. The other hand, these instruments erode tax sovereignty, especially the sovereignty to regulate its own tax laws. This conflict of interest will be one of the topics for discussion in this course.

23. Comparative Criminal Law in ASEAN countries

This course provides an overview of criminal justice systems in several jurisdictions in ASEAN countries. By analyzing similarities and differences in different jurisdictions, students might be able to make more empirical and normative assessments of the criminal justice system of their own country. Topics covered in the course include crimes in several ASEAN countries jurisdictions, law enforcement, judicial institutions and corrective justice mechanism available in the jurisdictions.

This course discusses the criminal law system applicable in various countries and compares to the

Indonesian criminal law system. The scope of this course includes the definition of comparative law perspective, comparative law as a science and method, the benefits of comparative law, family law, comparison of criminal law both in the Criminal Code (KUHP) and special criminal law with certain themes with several countries, especially the Netherlands and ASEAN countries. Second, presentations and discussions are very important parts of the learning process to encourage students to identify, explore independently, and analyze problems related to the comparative criminal justice system.

24. Economic Crimes

The course objective is to provide comprehensive understanding for students on crimes relates to economic and the enforcement of them. At the beginning of the course, it provides basic principles on economic crimes, including corporate responsibility, *ultimum remedium principle*, and *restorative justice*. It also discusses all core types of economic crimes. It covers the substance of crimes, procedure, and business mechanism in handling those crimes. It focuses on Corruption, Money laundering, Crimes in Health Sector, Crimes in Financial Service Sectors, Environmental crimes, crimes relate to working relation and its environment, and other related crimes.

25. Indonesian Criminal Justice System

The course provides an extensive understanding on the development and operations of criminal justice system in Indonesia. Attention will be focused on Indonesian criminal codes and other sources of criminal law. The course will also consider law enforcement, judicial organization, and correctional processes in the field of criminal law. Recent development in the Indonesian criminal justice system will also be covered by discussing relevant laws and court decisions along with other cases that are held to be controversial in Indonesia.

This course discusses various aspects related to theories and approaches in the Criminal Justice System in the context of tackling criminal acts, and the scope of this Criminal Justice System course is divided into three parts. First, the criminal justice system in general, which includes the definition, nature, function and elements or characteristics of the criminal justice system, international instruments regarding the criminal justice system, policy formulation and law enforcement in relation to the criminal justice system, models of the criminal justice system, punishment theory and criminal law reform. Second, the criminal justice system in the context of dealing with certain (special) crimes which include the criminal justice system for serious human rights violations, the military criminal justice system and the juvenile criminal justice system. Third, discussing the international criminal justice system and analyzing how the adaptation of the international criminal justice system is practiced at regional and global levels.

26. Transnational Crimes

The course objective is to provide comprehensive understanding for students on transnational crimes and transnational mechanism in handling crimes. It covers the basic convention of transnational crime, UNToC. It examines transnational mechanism, including Mutual legal Assistance in Criminal Matters, Extradition, and transfer of sentenced person. It discusses transnational issues on several types of criminal, including drugs trafficking, human trafficking, corruption, money laundering, terrorism and other related crimes.

27. Victimology

This course discusses the theories and thoughts of victimology at the global level, the basis / reasons for providing protection to victims, the position and victims protection in Indonesian criminal justice system and other countries (in the context of different legal systems), as well as mechanisms for fulfilling rights. It will include analysis the gaps in fulfilling the rights of victims and strategies to protect and fulfill victim rights in various crimes.

28. Conflict Resolution on Natural Resources

This course discusses various theories related to natural resource conflict resolution, anatomy, causes, and mechanisms for resolving natural resource conflicts. Case studies are the primary method of explaining these points. The cases discussed included those from overseas countries.

29. Right to Utilize the Natural Resources

This course discusses about the legal framework of state and nation of Indonesia on the right to utilize natural resources. rights to utilize natural resources are arranged hierarchically into nation rights, state rights (Hak Menguasai Negara), ulayat rights, and individual rights. This course discuss the issues of uncertainty, injustice and environmental damage arise from the application of policies and regulations regarding utilize of natural resources. The substant and effectiveness of the national legal framework regarding the right to control natural resources is influenced by the presence of transnational regulations made by international agencies.

30. Globalisation and the Environment

This course discusses the globalization refers to the multidimensional process that removes the boundaries of the nation state. This process has a major impact on the environment, for example common concerns of humankind, anthropocene, climate change, and transboundary pollution. As a result, developing environmental law to pursue the global dynamics to prevent or reduce the negative impacts on the environment and human life. Therefore, this course is designed to address the linkages between globalization and the environment, with the view environmental laws both national and international systems.

31. Economics Law On Natural Resources and the Environment

This course discusses about a system of control/utilize on the SDA (property right system, tenure system) largely determines the success or failure of the market. A property right system that does not have the legal norms are inconsistent, vague, or ambiguous, can stimulate people to undertake economic ventures. Instead, property rights system that is not good can cause failure of the market (market failure) due to problems of legal uncertainty and asymmetric information.

32. Agrarian on Human Rights Perspectives

This course discusses about economic development (both national and global) that impacts on the exploitation agrarian resources, such as land, forests, mining resources (oil and gas and minerals), water resources, and others. Along with the increasingly expansive control and exploitation of agrarian resources, the resulting impacts on people's lives, including those related to human rights, are getting wider. At the same time, there are also increasing awareness of the importance of recognition, protection and fulfillment of human rights in the management, control and exploitation of agrarian resources. For certain community groups (such as indigenous peoples or Adat Communities), lawfulness recognition, respect and fulfillment of human rights related to control and use of agrarian resources is not only important in the context of fulfilling their rights on social, economic and cultural, even more for their sustainable life and existence.

CHAPTER V

STUDY PROCESS

A. Credit Requirement and Study Period

Courses must be passed within 4 (four) semesters of study time. The overall amount of credits that a student needs to take is 45 (forty five) semester credits, comprising of 21 (twenty one) semester credits of core and compulsory courses, 12 (twelves) semester credits of concentration courses, 12 (twelves) semester credits of elective course.

B. Enrolment into a semester

Admitted students should enroll into a semester. Provisions and procedures of enrolment are determined by the Directorate of Academic Affairs of Universitas Gadjah Mada. Enrolment into second and fourth semesters is usually conducted at the end of January for each academic year, while enrolment into first and third semesters is conducted at the end of August for each academic year. Further information regarding enrolment procedures can be accessed at <http://um.ugm.ac.id>.

C. Admission and Tuition Fees

Rector of Universitas Gadjah Mada Decree Numbered 230/PII/SK/HT/2014 dated 11 April 2014 has set the amount of admission and tuition fees. Admission fee has been set at IDR 1.500.000,- (one million and five hundred thousand Rupiahs), to be paid once during application for admission. Meanwhile, the tuition fee has been determined at IDR 17.500.000 (seventeen million and five hundred thousand Rupiahs), to be paid each semester during enrolment into semester. Students who finance their study through scholarship (e.g. BPPDN, LPDP, LLM UGM) is responsible to cover the difference between their scholarship cap and tuition fee. Students in need of documents for scholarship application and/or interim reports will be facilitated after having submitted a written request to the Head of Study Program.

In the event that an enrolled student has not finished his or her study after four semesters, then he or she will be liable to pay for any credit undertaken in the fifth or above semester. The unit cost for each semester credit is determined by averaging the amount of tuition fee in each semester. Such unit cost will

be imposed by a Rector's Decree and be informed to students. Using the current tuition fee, the unit cost amounts to Rp. 2.200.000,- for each semester credit.

D. Study Plan Input

Study plan input is done individually for each student through online. One week prior to the commencement of each semester, students must access their academic portal (<http://palawa.ugm.ac.id>) and make inputs to their study plan. Afterwards, students must print two copies of their study plan and request for approval by their academic advisor. In this regard, academic advisors for the study program are the First Secretary or the Second Secretary of the Study Program. Academic advisor for each student will be determined before enrolment into first semester.

E. Lectures

Students' participation to lectures and other academic activities is dependent on whether they have been enrolled into a semester, proven by their Study Plan as approved by academic advisors. Lectures will be held in accordance with the schedule as approved by the Head of Study Program and acknowledged by the Vice Dean for academic affairs. Lectures will be held within twelve weeks of each semester.

F. Final Exam

Final exam is held in order to identify students' understanding of materials provided in each course. It will be held in the final weeks of each semester. Students who wish to join final exam must fulfill the requirement of 75% (seventy five percent) of lecture attendance. Such percentage will be calculated against the attendance of lecturers.

G. Thesis Writing and Supervision

In order to assist students in their thesis writing, particularly with regards to the substance of the writing, a thesis supervisor will be assigned individually for each student, taking into account the lecturer's competence on the thesis topic. Thesis supervisor will be selected by the Head of Study Program from permanent lecturers at the Faculty of Law Universitas Gadjah Mada.

Students who wish to undertake thesis writing in a semester must first ensure that they must input **thesis writing in their Study Plan for the semester, and has passed or currently taking *Research***

Methodology in the same semester he or she wishes to write thesis. As regards the submission of thesis topic, students must follow the following procedures:

1. Students must firstly verify to the academic support staff whether they are eligible to undertake thesis writing. With regards to this, student atleast has ended his/her two semesters with minimum 15 credits and has achieved minimum 3,00 (three point zero) grade. Please study the Rector Degree of Universitas Gadjah Mada No. 11/2016 on the Post Graduate Education;
2. If eligible, students will receive a form in which they can propose a thesis topic;
3. After filling the given form, students should submit such form to the secretary of Study Program. Having read the submitted thesis topic and consult the Head of Departments within the Faculty of Law Universitas Gadjah Mada, the Head of Study Program will appoint a thesis supervisor for the requesting student;
4. Having been appointed a thesis supervisor, students see their thesis supervisor and deliver their intention to write a thesis under the supervision of the lecturer. At this stage, the supervisor is authorized to make adjustments to the proposed topic, if necessary;
5. Having been approved a thesis topic by their assigned supervisors, students record their thesis topic and research questions into a register book available at the administrative office of the Study Program;

Meanwhile, thesis supervision is conducted in accordance with the following rules and procedures:

1. Thesis supervision will commence as soon as students submit their Research Proposal. Students should consult their assigned supervisors when writing such proposal;
2. Within two months, with an allowable delay of one month, after approval of thesis topic, students should have obtained approval of Research Proposal by their assigned supervisors;
3. Having approved a Research Proposal, students should apply for a proposal seminar, the manner and schedule of which will be determined by the Head of Study Program;
4. Having received suggestions and remarks in the seminar, students proceed with their research and thesis writing;
5. Thesis supervision is conducted in accordance with the manner agreed by the students and their supervisors, taking into account norms and ethics that are generally accepted;

6. Within six months, and an allowable delay of two months, after the approval of Research Proposal, students must have been prepared with a draft thesis and defense;
7. Students are allowed to receive advice and supervision from their assigned supervisors only if they have input thesis writing in their Study Plan for the semester.

When a draft thesis is final, students will have to conduct defense, in accordance with the following rules and procedures:

1. Students are allowed to apply for thesis defense only if they have input thesis writing in their Study Plan for the semester, and if they have recorded a GPA of not less than 3 (three) on a 4.00 (four) scale;
2. When applying for a thesis defense, students must enclose three copies of final draft of thesis, along with four copies of publication manuscripts;
3. Thesis defense is held by a panel of examiners, comprising of one lecturer being the Chief Examiner, and two lecturers as Member Examiners;
4. Prior to defense, students must prepare a presentation (preferably, MS Powerpoint slides), and dress with proper attire.

H. Grading System

Students' progress and successfulness in a course is measured using various methods in accordance with the characteristics and learning objectives of each course. Methods such as written exam, oral exam, paper, seminar, and other assignments may be used to approximate students' progress and successfulness within a course. Students' grade in a course is stated in letters A, A-, A/B, B+, B, B-, B/C, C+, C, C-, C/D, D, D+, and E where each letter represents values in calculating their GPA, as follows:

Marking	Scale
A	4.00
A-	3.75
A/B	3.50
B	3.00
B+	3.25
B-	2.75

B/C	2.50
C	2.00
C+	2.25
C-	1.75
C/D	1.50
D	1.00
D+	1.25
E	0.00

The above values are calculated for each semester credit the students have undertaken. In calculating GPA for each student, grade D or lower will not be valued. Students who receive grade C are able to retake the course, whenever offered.

Students will be considered as to have completed the master program, only if they have fulfilled the following requirements:

- a. have passed a thesis defense;
- b. have submitted a thesis and publication manuscript, as approved and signed by the examiners, Head of Study Program, and the Dean; and
- c. have obtained a minimum GPA of 3 (three), without any grade D or E.

Graduation predicate is given individually to each student based on his or her achieved GPA, and determined in accordance with the following categories, namely:

- a. GPA of 3 – 3,50 will receive the predicate of Satisfactory;
- b. GPA of 3,51 – 3,75 will receive the predicate of Very Satisfactory;
- c. GPA of $\geq 3,76$ will receive the predicate of *Cum Laude*, provided that the study period does not exceed three years.

I. Study Evaluation

All requirements necessary in order to obtain a master degree from the Master of Laws Study Program must be fulfilled within 2 years since first enrolment into a semester. In the case of a student has not finished his or her study within that period, and that student wishes to continue his or her study,

then he or she should write a letter to the Vice Dean for academic affairs, as acknowledged by the thesis supervisor and/or the Head of Study Program. If granted an extension of study period, then such student should finish his or her study in one semester after the granting of extension.

Further, in the case of a student has not finished his or her study after being granted an extension of study period, then extension may be granted for another semester. If, after that second extension, such student still has not finished his or her study, then he or she is obliged to write a letter stating that he or she is withdrawing his or her study in the program, within three months after the second extension of study period has elapsed. When doing so, he or she will be granted an academic transcript for courses that have been undertaken by him or her. Failure to submit such letter will lead to authoritative discharge by the Dean with which no academic transcript will be issued to such student. To have complete understanding about the study evaluation section, the student need to read the **Rector Degree of Universitas Gadjah Mada No. 11/2016 on the Post Graduate Education** especially under the section of monitoring and evaluation of study.

CHAPTER VI

ACADEMIC ATTITUDE

Academic attitude must be appreciated and obeyed by students in any stage during the learning process. Violations to academic attitude include:

- a. any kind of cheating during final exam;
- b. plagiarism;
- c. production of papers or other course assignments that is directly or indirectly performed for the benefit other students;
- d. ordering a person to produce papers or other course assignments that is directly or indirectly performed for self-benefit;
- e. performing conducts that may cause disadvantage of other person's academic interests;
- f. performing conducts that may directly or indirectly affect lecturers' independence;

Students who are proven to have performed the above violations will be dealt in accordance with his or her fault, in accordance with the following sanctions:

- a. forced dismissal from exam room;
- b. non-recognition of exam works;
- c. non-recognition of academic works;
- d. suspension;
- e. other sanctions by the Dean in accordance with the enforced regulations.

CHAPTER VII

INTERNATIONAL EXPOSURES

In order to be eligible for graduation from the LLM Program at Faculty of Law UGM, all LLM Program students must have completed an activity which has legitimate international character. These activities—grouped under the general term *International Exposure*—are to ensure that all students gain international experience, not only through the usage of English as the language of instruction in all academic activities, but also through active involvement in extra-curricular activities of an international character. International exposure is designed for achieving the high standard of learning process in an international environment. The 3-credit international exposure module is compulsory, but shall be arranged by the students themselves according to the activities of their choosing. Unless awarded with a scholarship, all expenses involved in the undertaking of international exposure shall be borne by the students and apart from the tuition fee.

For the purposes of this Academic Handbook, “International Exposure” shall be understood as the participation of students in an academic activity, in the field of law or a related field, that fulfills at least one of the following criteria:

1. The crossing of international borders; and/or
2. Recognition of an international character;

The crossing of international borders refers to academic activities which are conducted outside the jurisdiction of the Republic of Indonesia. Nevertheless, this does not mean International Exposure can only be gained through activities overseas, as there are many events—such as conferences, seminars, and symposia—which, even though held in Indonesia, possess recognition of an international character. This means, students are not required to travel abroad in order to fulfill their International Exposure.

Students may choose from the activities below to complete 3 credits of compulsory international exposure:

1. Study Exchange Program/International Workshop (3 credits)
2. Paper Presentation in an International Conference (2 credits)
3. Paper Presentation in an International Conference held in Indonesia (1 credit)
4. Proceeding of International Conference (1 credit)
5. Attendance (3 times) in an International Conference (1 credit)
6. Publication in an Indexed International Publication (3 credits)
7. Participation in a Course/Summer Course/International Workshop as Participant/Committee (1 credit/week)
8. Participation in a Guest Lecture (1 credit/5 attendance supported with report)
9. Internship (2 credits/month)

10. Involvement in a Research Collaboration (1 credit/1 thematic Research)
11. Participation in an International Elective Course (2 credits/semester)
12. Participation in an International Competition (2 credits/competition)
13. Participation in a Double Degree Program (3 credits)

When students plan to embark on an activity to fulfill International Exposure, students must seek approval of their department, otherwise LLM Program may not acknowledge their activity as international exposure. This is because not all academic activities having an international character qualify as International Exposure in LLM Program. The LLM Program will assess whether the proposed activity sufficiently qualifies as International Exposure and will officially inform you of its decision. If a proposed activity is deemed insufficient, the proposal will be rejected and you need to re-submit a completed International Exposure form proposing a different activity. The deadlines for the submission of this form varies per activity, but we strongly encourage that you submit it as soon as possible, in order to spare ample time, especially if Immigration affairs (e.g. visa, permit, etc.) are involved.

Procedure to get permission from LLM Program:

1. Students submit a proposal of International Exposure Activity consist of:
 - a. a completed application form (available at Secretariat of LLM Program); and
 - b. other required documents, such as:
 - 1) Official Academic Transcript;
 - 2) Event/journal description, brochure, schedule;
 - 3) Letter of Acceptance/Invitation; and/or
 - 4) Paper Summary (three pages max. excl. Bibliography)
2. LLM Program will assess whether the proposed activity sufficiently qualifies as International Exposure; and will assess the number of credits of the proposed activity.
3. LLM Programs will officially inform its decision (Approval or Rejection)

After a proposal is approved by LLM Program along with number of credits information, students carry out the activity and oblige to make a report. Every student who has fulfilled 3 credits of International exposure must present their report before appointed examiners.



**UNIVERSITAS GADJAH MADA
FACULTY OF LAW
MASTER OF LAWS STUDY PROGRAM (LLM PROGRAM)**

International Exposure Proposal Form

Full Name :

Student Number (NIM) :

Email Address: :

Mobile No. : :

Concentration Area : Business Law / International Law / Law and Governance /
Criminal Law

Proposed Activity :

- Category : Study Exchange Program/International Workshop (3 credits)
- Paper Presentation in an International Conference (2 credits)
- Paper Presentation in an International Conference held in
Indonesia (1 credit)
- Proceeding of International Conference (1 credit)
- Attendance (3 times) in an International Conference (1 credit)
- Publication in an Indexed International Publication (3
credits)
- Participation in a Course/Summer Course/International
Workshop as Participant/Committee (1 credit/week)

- Participation in a Guest Lecture (1 credit/5 attendance supported with report)
- Internship (2 credits/month)
- Research Stay (2 credits/month)
- Involvement in a Research Collaboration (1 credit/1 thematic Research)
- Participation in an International Elective Course (2 credits/semester)
- Participation in an International Competition (2 credits/competition)
- Participation in a Double Degree Program (3 credits)

Organizer, Country :

Event Date :

Paper Title (if applicable) :

Related/Relevant Course:
 Completed at UGM

- Mandatory Attachments:
 Checklist
- Official Academic Transcript;
 - Event/journal description, brochure, schedule;
 - Letter of Acceptance/Invitation; and/or
 - Paper Summary (three pages max. excl. Bibliography)

Yogyakarta,

APPROVED / REJECTED

Head of Study Program

(Full Name, NIM and Signature)

Prof. Dr. Eddy. O.S Hiariej, S.H., M.Hum

CHAPTER VIII

MASTER THESIS

A. Introduction

As a final assignment and to mark the completion of their lectures, students must submit a scientific research report in the format of Thesis Proposal and Thesis. Thesis is an independent scientific piece of writing being results of legal research conducted by students. It is compulsory and non-substitutable in obtaining the LL.M. Degree. Master's thesis shall comprise a paper of 15,000-25,000 words (exclusive of tables, statutes, notes, appendices, and bibliography). The thesis module consists of a research proposal, a proposal seminar, a research presentation, a defense, and submission of the revised thesis post-defense.

Students who wish to undertake thesis writing in a semester must first ensure that they must input **thesis writing in their Study Plan for the semester, and has passed or currently taking *Research Methodology* in the same semester he or she wishes to write thesis.**

In order to provide students with information regarding thesis writing, guidelines on the making of research proposal and thesis are required. The guidelines will encompass mostly on the writing method of the research proposal and thesis. Students are expected to adhere with the guidelines, mostly to ensure that there is uniformity in thesis writing and that students may complete their study within the determined study period.

B. Parts within Documents

1. [Research Proposal](#)

a. ***Preliminary Part***

This part includes cover page, title page and approval page.

1) **Cover page** must include the following information:

- a) *Research title*, which must be written in brief while encompassing the main legal issues. The research title should not exceed twenty words, and must form an upside down pyramid.

- b) *Purpose of research proposal*, namely to “compose a master degree thesis at the Master of Laws Study Program Faculty of Law Universitas Gadjah Mada”,
- c) *Universitas Gadjah Mada logo*, which is in its black and white format and in the size not exceeding 5.5 cm x 5.5 cm,
- d) *Name of student*, which is written in full name without acronyms and previous academic degrees, as well as student ID number.
- e) *Name of institution awarding the masters degree*, namely Master of Laws Study Program Faculty of Law Universitas Gadjah Mada.
- f) *Month and year in which proposal is submitted for approval*, which is written after the city name of awarding institution, namely Yogyakarta.

See example I.1.

Example I.1: Cover Page Format

XX
XXXXXXXXXX
XX
XXXXXXXXXX

Research Proposal

Submitted as to compose a master degree thesis at the Master of Laws Study Program
Faculty of Law Universitas Gadjah Mada

Proposed by:

XXXX
XX/XXXXXX/PHK/XXXX

**Mater of Laws Study Program
Faculty of Law
Universitas Gadjah Mada
Yogyakarta
2019**

2) Title Page

This page is identical to cover page, except that it is printed in plain paper.

3) Approval Page

This page shows the approval from the proposal supervisor. See example I.2.

Example I.2: Approval Page

Research Proposal

XX

XXXXXXXXXX

XX

XXXXXXXXXX

submitted by

XXXX

XX/XXXXX/PHK/XXXX

has been approved by:

Thesis Supervisor

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Date.....

b. Main Parts

This part comprises of six sub-chapters, namely:

- 1) Background, which comprises of elaboration on reasoning of why the main legal issues are interesting, important, and worth a legal research. General scope of the issues should also be included.
- 2) Research questions, which is composed in question form showing relations between two or more research variables.
- 3) Purpose of research, which is composed in full sentences and being derived directly from the research questions.
- 4) Outcome of research, namely as a contribution towards the development of legal science and the nation.
- 5) Originality of research, which comprised of complete identity of previous research by other researchers on the main legal issues. The idea is to capture a complete track of research on the main legal issues, and to show readers that the research conducted by the student is evidently different than the previous ones.
- 6) Conceptual framework, which comprised of firmly-upheld theories, concepts, and norms regarding the main legal issues. References quoted in this part must be identified in footnotes in accordance with the following methods:

Example I.3: Placement of Footnotes:

1. When the author's Name is placed at the beginning of sentence:

"Hadikusuma¹ opined that the history of Adat Law in Indonesia may describe past experiences on Adat Law in Indonesia."

2. When the author's name is placed at the middle of a sentence:

"The synergy of common law and civil law systems is, according to Harahap,² solidified after the East Indies Government took power in Indonesia."

3. When the author's name is placed at the end of a sentence:

"That evidence has a juridical understanding of affirming validity of facts in order to provide sufficient basis for a judge to deliver his judgment in a case has been affirmed by Mertokusumo.³"

4. When two authors share the same opinions:

"Soekanto and Mamuji³ submitted that normative legal research is a research on law literatures."

5. When more than two authors share the same opinions:

"A research conducted by Bosco, et al⁴ obtained a main finding that....."

6. When two or more references are quoted:

"According to Shuka and Misra¹, Davis and Heywood², and Heywood³, the study on family law is part of systematic study on....."

7. When quoting from a second source

"According to Yamin, in Hadikusuma, *Sejarah Hukum Adat Indonesia*, 1978, Alumni, Bandung."

- 7) Hypothesis (*optional*), which is a brief statement as concluded from references quoted in the conceptual framework, and serve as a temporary answer to the research questions.
- 8) Research methodology
 - a) Research types; whether the research is normative, empirical or normative empirical research.
 - b) Research materials, which consist of details regarding primary data to be acquired during field research, and secondary data to be acquired during literature studies;
 - c) Research instruments, which consist of questionnaires and interview guidelines for field research, and note taking for literature studies;
 - d) Research plan, which describes the research plan and strategy in collecting data;
 - e) Variables, which must be described in details as regards their scope and measures;
 - f) Analysis of main findings, which describes on the model and methods to be utilized in analyzing main findings of the research.
- 9) Research schedule, which is composed in the form of matrix.

c. Concluding Parts

1) Bibliography

This part lists all references quoted in composing the research proposal. References are ordered alphabetically and categorized based on their types, in accordance with the following rules:

- a) A book: Name of the author (family name/ last name, first and middle names), Year of book publication, Book title (in italic), Publisher, City of Publication.
- b) A paper: Name of the author (family name/ last name, first and middle names), Title of the paper (within apostrophe), Name of seminar or event (in italic), Place, Date and year.
- c) An article in a journal: Name of the author (family name/ last name, first and middle names), Title of the article (within apostrophe), Name of journal (in italic), Volume, Number, Year.
- d) An essay in an essay compilation book: Name of the author (“family name/ last name, first and middle names”), Title of the essay (within apostrophe), Name of editor, Year of publication, Title of book (in italic), Publisher, City of publication.
- e) An online reference: Name of the author (“family name/ last name, first and middle names”), Title of the article (within apostrophe), City (in italic), Website address, Date of access.

2) Appendices (if any)

Appendices may include draft questionnaires, draft interview guidelines, and list of references to be studied.

2. Thesis

a. **Preliminary Parts:**

This part includes cover page, title page and approval page

1) **Cover Page**, which comprises of:

- a) Thesis title, which must be written in brief while encompassing the main legal issues. The research title should not exceed twenty words, and must form an upside down pyramid.
- b) Purpose of thesis, namely to “submitted as one of the requirements in obtaining the LL.M. degree at the Master of Laws Study Program Faculty of Law Universitas Gadjah Mada”,
- c) Universitas Gadjah Mada logo, which is in its black and white format and in the size not exceeding 5,5 cm x 5.5 cm,
- d) Name of student, which is written in full name without acronyms and previous academic degrees, as well as student ID number.
- e) Name of institution awarding the masters degree, namely Master of Laws Study Program Faculty of Law Universitas Gadjah Mada.
- f) Month and year in which thesis is submitted for defense, which is written after the city name of awarding institution, namely Yogyakarta.

See example I.4.:

Example I.4.: Cover Page

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XXXXXXXXXX
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XXXXXXXXXX

Thesis

submitted as one of the requirements in obtaining the LL.M. degree at the
Master of Laws Study Program Faculty of Law
Universitas Gadjah Mada

Proposed by:

XXXX
XX/XXXXXX/PHK/XXXX

**Master of Laws Study Program
Faculty of Law
Universitas Gadjah Mada
Yogyakarta
2019**

2) Title Page

This page is identical to cover page, except that it is printed in plain paper.

3) Approval Page

This page shows the date of defense and the approval of Thesis Supervisor and board of examiners.

See Example I.5.

Example I.5.: Approval Page

THESIS

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XXXXXXXXXX

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XXXXXXXXXX

Prepared and arranged by

XXXXXXXXXXXXXXXXXX

Defended in front of Board Examiners
On XXXXXXXX

Board of Examiners

Thesis Supervisor

Member

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

This Thesis has been accepted as the requirement
to obtain LLM degree
on

4) Statement of Authenticity

This is the page to state the originality of the work which never been proposed to pursue a degree before.

See example I.6.:

Example I.6.: Statement of Authenticity

Statement of Authenticity

I, the undersigned, hereby declare that this Thesis has not been submitted to obtain any academic degree from any higher education institution, and that as to my best knowledge, it does not contain any piece of work or opinion that has previously written or published by another person, except those which are properly quoted and referenced.

Yogyakarta,.....

(signature)

XXXXXXXXXXXXXXXXXXXXXXXXXX

5) Preface

This page is a short expression about the intention in writing the Legal Research and to express gratitude to people who have significant role in the process of writing the Legal Research.

6) Table of contents

This page contains the general depiction of the contents of the work. It must provide headings of parts and chapters contained in the thesis, and their respective page numbers.

7) List of tables (if any), consists of table numbers, title of table, and page number on which the table is presented.

8) List of pictures (if any), consists of picture numbers, title of picture, and page number on which the picture is presented.

9) List of appendices (if any), consists of appendix numbers, title of appendix, and page number on which the appendix is presented.

10) List of Abbreviations and Symbols (if any), consists of abbreviations and symbols used in thesis writing, and their respective meaning.

11) Abstract, which covers three main points. First paragraph contains brief background of the study or research and it states the problem formulations or objective of the study. Meanwhile, the second paragraph states the method of the study or research method. Lastly, the third paragraph explains the result or the finding of the study. Below Abstract, the writer shall provide key words (usually consists of three to four words). Abstract is written in single space and should not exceed one page.

b. Main parts

This part consists of five chapters, namely Introduction, Conceptual Framework, Research Method, Analysis of Main Findings, and Conclusion.

1) Introduction (see elaborations on Research Proposal)

2) TinjauanPustaka (see elaborations on Research Proposal)

3) Research Methods, which consists of:

a) Research materials (see elaborations on Research Proposal);

b) Research instruments (see elaborations on Research Proposal);

- c) Research plan (see elaborations on Research Proposal);
 - d) Variables (see elaborations on Research Proposal);
 - e) Analysis of main findings (see elaborations on Research Proposal)
 - f) Obstacles found during research and anticipative efforts to overcome them.
- 4) Analysis.

In this chapter, main findings are analyzed comprehensively. The aim is to provide answers to research questions.

5) Conclusion and Recommendation

In this chapter, answers to research questions are formulated. Alongside, recommendations are also formulated in accordance with their addressee.

c. Concluding parts

This part consists of bibliography and appendices. See elaborations on Research Proposal.

3. Publication Manuscript

Publication manuscript is prepared in accordance with the following rules:

- a) manuscript must be a result of a legal research at a master degree level;
- b) manuscript is written in English;
- c) Abstract should not exceed 250 words along with three to five key words, and contains purpose of research, method of research, and main findings;
- d) manuscript is printed on paper an reader file (pdf) not exceeding 20 A4 papers with 1.5 space;
- e) manuscript must be written in the following format:
 - 1) title page, which contains thesis title, the title document “manuscript for publication,” name of study program, logo of UGM, name of author, name of institution awarding the degree, name of city of institution, and year of publication;
 - 2) Approval of thesis supervisor;

- 3) Abstract and key words;
 - 4) body text, consists of: (1) introduction (2) research method, (3) main findings and analysis, (4) conclusion and recommendation; and
 - 5) Bibliography.
- f) name of author and supervisor without their academic degree, written with superscript numbers of 1 (for author) and 2 (for supervisor).
 - g) the numbers represent remarks regarding the author and supervisor which should be written on the bottom of the title page (as if they were footnotes). Index 1 should consist remarks regarding the name of institution in which the author works, whereas index 2 should consist remarks regarding the name of institution in which the supervisor works, namely “Master of Laws Study Program Faculty of Law Universitas Gadjah Mada.” In the case of the author is unemployed, then index 1 can be replaced with the home city of the author.
 - h) tables and pictures should be numbered and provided with sufficient information. Tables should be placed next to their explanation. Meanwhile, pictures must be original, clear, have a maximum size of 12cm x 19cm.

C. Writing Format

1. Size of papers

a) Draft

Draft is printed on A4 70gr papers, one side only.

b) Cover

Cover page is made on Buffalo papers with cartons and plastic (hard cover). The color of the cover is dark red.

2. Typing

a) Font type

- 1) draft thesis is written in Times New Roman, with a font size of 12.
- 2) italic words are only used when they have a special meaning.

3) symbols, Greek alphabets, or other symbols not recognized by MS Word should be hand-written using black ink.

b) Spacing

Draft thesis is written double-spaced, except for abstract, direct quotation, and bibliography, all of which are written single-spaced.

c) Margins

- top : 4 cm - left : 4 cm
- bottom : 3 cm - right : 3 cm

d) Space filling

Every page must be filled completely, except for new paragraphs, new chapters, or other special occasions.

e) New paragraph

New paragraph starts at the sixth tap of the space bar.

f) Chapters, sub-chapters, and sub-subchapters

- 1) Chapters and title of chapters are typed on the center alignment, using capital words and without full stop mark.
- 2) Sub-chapters are typed on the left margin and underlined. Capital letters are only used for the first letter, and without full stop mark. New sentences should be typed in new paragraph.
- 3) Sub-subchapters starts from the sixth tap, using full stop an underlined.

g) List paragraph

List paragraph is numbered in accordance with the degree of detail. No bulleted numbering is allowed.

3. Page Numbering

- a) From Title Page to Abstract: page number is in lowercase Roman numerals (starting i). Position of page number is on center bottom of page.
- b) From Chapter I to the last page of appendix, the page number is in Arabic numerals (starting from 1). Position of the page number is on right top of page.

- c) Table and picture is numbered in Arabic numerals.
- d) New chapter shall be not numbered.

4. Language

- a) Language is formal English.
- b) The using of first person pronoun is not allowed in this thesis. The pronoun of “I” shall be replaced with “the writer”.
- c) Non-English language shall be in italic.

5. Footnotes and quotations

Quotation and footnotes must be typed in accordance with the following format:

- a. Indented quotation shall be single-spaced. Indented quotation shall be at least 5 lines without apostrophe. Otherwise, quotations are included in the text.
- b. Each quotation shall be numbered in Arabic numerals in the end of the quotation. The number is in half-spaced typed.
- c. Footnote shall be single-spaced and written in the bottom of the text starting from the 8th (eighth) tap of space bar.
- d. The distance between the text and the footnote is 4 spaces by providing a 5 cm separate line from the left margin.
- e. Footnote shall be numbered in accordance with the quotation number. The position of the footnote is in the same page with the quotation.
- f. When writing a footnote, include *Last name of the author, Year of book publication, Book title, Publisher, Name of city, and pages referred*. If the book was written by two authors, both names shall be written in the footnote. If there are three or more authors, it is only the last name of the first author which is included in the footnote followed by “*et.al.*”. In the Bibliography “*et.al.*” must not be used.
- g. The writing of footnote is acceptable in using abbreviation of *ibid*, *op.cit* and *loc.cit*. *ibid* is abbreviation for *ibidem*, means within the same page. It is used for quotation which was taken from same resource without applying another resource. *Op.cit* stands for *opera citato* which means references which has been mentioned before. It refers

to the resource which has been mentioned before and another resource has been written before on the different page. While *loc.it* is used for writing a footnote which refers to the same page and same resource which has been last mentioned, but another resource is written before.

- h. Except for *ibid*, the author's name shall be included before the word *op.cit* or *loc.cit.*.

D. Topic

The topic for thesis must accord with the areas of concentration that the students have undertaken. For example, students opted for areas of concentration of International Law must write a thesis in that field of law.