

ACADEMIC HANDBOOK



NAME : _____

NRP : _____

Bachelor Programme in English
FACULTY OF LANGUAGES AND CULTURES
MARANATHA CHRISTIAN UNIVERSITY

Jl. Prof. Drg. Suria Sumantri, MPH No. 65, Bandung 40164, INDONESIA – Tel. +62-22-2012186 ext. 1412

VISION

To become a trusted learning center in Indonesia in the 21st century for the development of English language, literature and culture with an emphasis on independence, excellence and creativity based on the example of Jesus Christ.

MISSION

Preparing reliable graduates in English language, literature, and culture to develop knowledge and respond to the challenges of the world of work.

OBJECTIVES

The objectives of the Study Programme that have been prepared are derived from the vision and mission with the following details:

1. To produce graduates who are independent, highly creative, and responsible and reflect Christian values.
2. To create a conducive learning atmosphere to produce graduates who have good academic abilities in the fields of English literature, language, and culture.
3. To produce graduates who have communication skills in English, both orally and in writing, and have language sensitivity.
4. To produce graduates who have cross-cultural understanding.
5. To produce graduates who are able to develop research and perform community service in a professional and scientific manner as a form of contribution to society.
6. To produce graduates who are able to develop knowledge of literature, linguistics, and culture so that they can use English more effectively and expressively.
7. To increase the scientific insight of lecturer staff in the Study Programme in implementing the Tridarma of Higher Education.
8. To provide excellent service in the field of academic administration in the Study Programme.
9. To improve the image of the Study Programme to become an excellent Study Programme.

Preface

The Academic Handbook for the Bachelor Programme in English, Faculty of Languages and Cultures, Maranatha Christian University for the 2022/2023 Academic Year was prepared with reference to the Decree of the Rector of Maranatha Christian University number 023/SK/AK/UKM/III/2017 concerning Guidelines, Monitoring, and Evaluation of the Indonesian National Qualifications Framework (KKN) Based Curriculum.

Considering that the Academic Regulations of Maranatha Christian University are general in nature, a more specific and technical academic handbook is needed for the Bachelor Programme in English. The academic handbook for the Bachelor Programme in English is implemented for Bachelor Programme in English students, Faculty of Languages and Cultures, Maranatha Christian University, and has been effective since the odd semester of the 2016/2017 academic year.

We would like to express our heartfelt appreciation to the team that worked on this Academic Handbook, and we hope that it will be useful to all parties involved.

Bandung, 1 July 2022

Dean of the Faculty of Languages and Cultures

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I – STUDY DURATION AND FINANCES

1. The length of study in the Bachelor Programme in English is a minimum of 8 semesters.
2. Students may study for a maximum of 14 semesters. If up to the 14th semester a student has not graduated, then he must resign.
3. Students in their sixth and seventh years (semesters 11 to 14) pay the same tuition rates as the next batch.
4. Students pay tuition fees according to the number of credits they take, with a minimum of 12 credits per semester, unless the courses that still have to be taken are less than 12 credits.
5. To be able to obtain a bachelor's degree, students must pass with a minimum of 144 credits.

II – ACADEMIC SUPERVISION/FRS

1. The academic supervision process consists of consultation/face to face with the academic counselor, filling out the FRS (Study Plan Form), and online data input through the SAT Core application.
2. Students can only input data online if they have paid their tuition fees for the previous semester.
3. Students are required to hold face-to-face consultations with their academic counselor at least 3 times each semester, namely: during academic supervision (filling in the FRS), **before the Mid-Term Examination/after the Mid-Term Examination**, and **before the Final Term Examination**.
1. Students who do not fill in the FRS and/or do not input data online during the academic supervision period for any reason are subject to **forced leave** sanctions for that semester. (See **ACADEMIC LEAVE, LEAVE WITHOUT NOTICE/FORCED LEAVE, REACTIVATE, RESIGN, AND DROP OUT OF UNIVERSITY**)
2. Students who are unable to attend during academic supervision (if academic supervision is carried out on site) can represent FRS filling and/or online data input to other students in the Bachelor Programme in English by signing a stamped power of attorney for FRS filling to be submitted to the academic counselor during the academic supervision. Forms of power of attorney for academic supervision can be taken at Administration/Operations Manager.
3. Pay attention to the prerequisites for each course.
4. Each student, whether filling in the FRS themselves or authorizing the filling in the FRS, is responsible for filling in their respective FRS, including errors in filling in the FRS.

5. During academic supervision (filling in the FRS), please bring the latest edition of the Academic handbook Bachelor Programme in English, Faculty of Languages and Cultures, Maranatha Christian University.
6. Students who successfully carry out online academic supervision can check the semester's DKBS (Study Load Contract Document) through the SAT Core application at least 1 (one) week after the academic supervision process is over. DKBS contains a list of contracted courses for that semester and class schedules. If there is an error in DKBS and/or DKBS does not come out, please contact Administration/Operational Manager immediately.
7. The general academic supervision schedule will be informed by the Study Programme through the Bachelor Programme in English Information Group, while the more specific academic supervision schedule will be arranged and informed by the respective academic counselor through an agreed platform.

III – LECTURES, ATTENDANCE, AND ABSENCE

1. Standard course weights consist of Mid-Term Examination scores, Final Term Examination scores, and Cumulative Assignment Points (KAT) scores with a large percentage adjusted to the needs of each course. KAT scores can be in the form of quizzes, group or individual projects, and/or class participation.
2. Students are responsible for attending all face-to-face courses in the current semester. Students are only allowed to be absent for a maximum of 3X for 2 credits and 3 credits courses, while for 4 credits courses students are only allowed to be absent for a maximum of 6X. The maximum number of absences includes for:
 - a. Outpatient illness
 - b. family needs (death, marriage, etc.)
 - c. arriving late to class (due to traffic jams, accidents, etc.)
3. Consideration of granting an absence dispensation can be given if there is an ORIGINAL inpatient (hospitalization) certificate from the hospital (NOT A DOCTOR'S LETTER) or a statement from an official university body regarding student involvement in university activities.
4. Letters of hospitalization, dispensation, etc. must be submitted to the Administration/Operational Manager no later than 2 (two) days after the student enters college again. Letters submitted late will not be processed.
5. Students who submit fake certificates to the Study Programme are not allowed to take ALL subject exams and automatically get an E grade for all the courses they are contracted for in that semester.
6. Lecturers have the right to remove students from class if:
 - a. students do not wear shoes when participating in lecture activities;

- b. students dressed inappropriately, such as wearing shorts, etc.;
 - c. students violate agreements that have been made between lecturers and students in the course, for example lateness tolerance, etc.;
 - d. students disrupt order in the classroom so that it disrupts the teaching and learning process.
7. Students who are expelled from class or are not allowed to attend lectures as a result of not following existing regulations are considered absent from the lecture.
 8. Students are required to attend lectures in a predetermined class (not allowed to change classes for any reason). Those who attend lectures not in their class are considered absent.

IV – EXAMINATION

A. General Examination Rules

1. A few weeks before the Mid-Term Examination and Final Term Examination, the draft schedule for the Mid-Term Examination/Final Term Examination will be announced to students by the Study Programme through the Bachelor Programme in English Information Group so that students can ensure that there are no exam schedules clash. If there is a conflicting schedule, students must immediately report it to the Administrative/Operational Manager before the date stated in the announcement.
2. If the Mid-Term Examination/Final Term Examination schedule has been announced and there are still students whose exams clash with other exams in the Bachelor Programme in English, please report to the Administration/Operational Manager to be submitted to the Head of the Study Programme no later than 2 (two) days before the exam is held in order to be able to take a separate exam.
3. Students whose exams clash with the LPKA course exams (Institution of Academic Creativity Development) please report to the Administration/Operational Manager to be submitted to the LPKA Coordinator no later than 1 (one) week before the exams are held so they can take separate exams.
4. The length of the exam is 100 minutes, except for the Conversation, Interpreting, Rhythm and Intonation, Pronunciation, and Listening exams.
5. While taking the exam, students are required to wear neat and polite clothes and shoes, including exams that are held in the lab.
6. Students are required to turn OFF all types of communication devices and keep them in their bag during the exam.

7. While taking the exam, students are NOT allowed to go in and out of the room for any purpose, including going to the toilet. If you want to leave the room when the exam is in progress, students must submit their work to the exam supervisor and are considered to have finished working on the questions.
8. The tolerance for lateness is a maximum of 15 minutes, except for tests held in the lab and Conversation exams (students cannot be late). Students who arrive late are not allowed to take the exam and are not allowed to take a follow-up exam. Thus, the student gets an E grade for the course.
9. Students are required to take the exam in a designated room. For courses with parallel classes, students should pay attention to the exam room for each class according to what is stated in the DKBS. Students who do not take the exam in the designated room will experience a 50% reduction in the test score.
10. On Fridays, exams will be held at 07:00, 09:00 and 13:00.
11. If a student is unable to attend for any reason, please contact the Administration/Operational Manager directly, either by telephone (2012186 ext. 1412) or by letter and register themselves for a follow-up exam.
12. A doctor's certificate for those who do not take the exam must be submitted no later than the day the student returns. Letters that are submitted late will not be accepted and students cannot take the follow-up exam.
13. Violation of existing rules results in students not being allowed to take exams without the possibility of taking follow-up exams. The grade for this course is E.
14. Students who are caught cheating/dishonesty, such as cheating, cheating, giving answers to other students, during exams and plagiarism in the take-home test will get an E grade for that exam as well as previous exam spies.

B. Final Term Examination

1. The Final Term Examination may only be attended by those who meet the minimum number of attendance in the course (see section **LECTURES, ATTENDANCE, AND ABSENCE**).
2. Those who are not allowed to take the Final Term Examination due to insufficient attendance will receive an E grade for that course and this grade will be taken into account in calculating the GPA (Grade Point Average) and GPA (Grade Point Average).

C. Follow-Up Examination

1. The follow-up examination is given with the approval of the Head of Bachelor Programme in English only to those who are unable to report themselves to the Administration/Operational Manager either by phone or letter on the day for the following reasons:

- a. Sick/hospitalized and thus unable to take the exam (must be supported by a doctor's letter that is not late) (see General Examination Rules).
 - b. Obtaining an official university assignment (must be proven by an official assignment letter from the university).
 - c. Immediate family needs, such as close relatives who have died or married (must be proven by a stamped statement, photocopy of family card, and other valid evidence).
2. The highest score given is 60.
 3. Follow-up examinations are held according to a predetermined schedule. Students who are absent/late to attend the follow-up exam for any reason are immediately disqualified and fail the course concerned.

D. Pre-Defense Examination

1. The pre-defense exam is given to those who will be studying the Thesis/Final Project but there are courses that have not passed.
2. Pre-defense examinations are given only to students who have taken the course in full (participated in the Mid-Term Examination and Final Term Examination) and are not given to those who fail due to absenteeism.
3. Students may take pre-defense examinations for a maximum of 2 courses, and may not be of the same type.
4. Exam fees are the same as regular tuition/credit fees.
5. The highest score is C.

E. Separate Examination

1. Separate exams are given to those whose exams conflict with other exams in the Bachelor Programme in English and have reported themselves to the Administration/Operational Manager (see General Examination Rules).
2. Separate exams are carried out according to a predetermined schedule. Students who are absent/late to attend at the appointed time for any reason will be disqualified and fail the course concerned.

F. Remedial Examination

1. Students must submit a written application to the Study Programme so that the remedial examination can be carried out.
2. Students who are entitled to apply for a remedial exam are students who take the course to the end (not banned) and do not pass a course with a final total

score of at least 50 and the KAT score in that course cannot be blank or has a value of 0 (zero).

3. Subjects that can be submitted for remedial exams are courses from semesters III-VIII.
4. The remedial exam fee is 100% of the SKS fee of the course tested and paid to the Administration/Operational Manager of Bachelor Programme in English.
5. The maximum score that can be obtained from the remedial exam is 55 or a quality letter C.
6. The Study Programme has full rights to grant/reject student remedial exam requests with certain considerations.
7. Remedial exams are held according to a predetermined schedule. Students who are absent/late to attend the remedial exam for any reason are immediately disqualified and fail the course concerned.

V – ELECTIVE COURSES

1. Starting from the 2016 class, students are required to take at least 3 elective courses (6 credits), except for students taking a literature concentration who only take at least 2 elective courses in semesters VI–VIII.
2. During their study period, students may take more than 3 elective courses.
3. If they do not pass the elective courses (get an E grade), students can take the elective courses again until they get a minimum D grade or take other elective courses to replace the grades of the elective courses that did not pass.

VI –D Grade

1. Courses that can be left out with a D grade are elective courses.
2. The value of D in courses other than elective courses must be corrected by re-entering the course until the student gets a minimum grade of C.

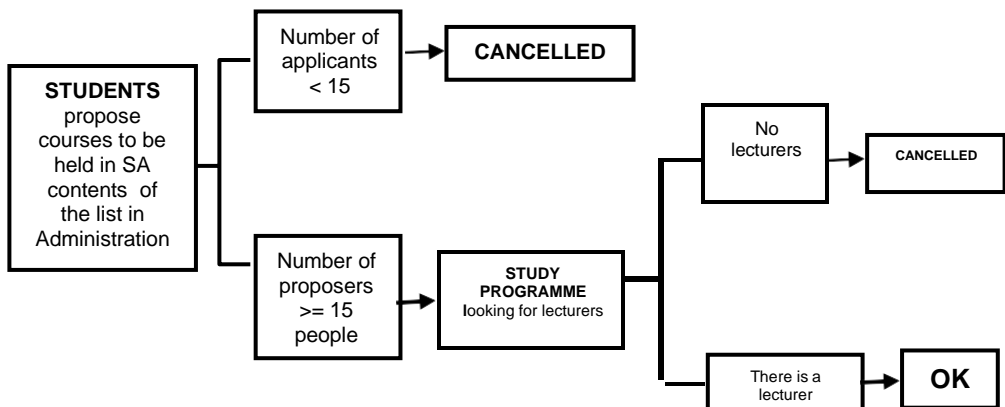
VII – ACADEMIC DISPENSATION

1. Academic dispensation is only given 2 (two) times as long as students are enrolled in the Bachelor Programme in English.
2. Students must consult with their academic counselor and carefully consider the consequences before applying for academic dispensation.
3. Academic dispensation is proposed to the Head of the Study Programme during academic supervision.

4. If the academic dispensation is approved, the student signs an agreement letter on a Rp. 10,000 stamp duty. Note: Students bring/provide the necessary stamps themselves.
5. If the student is domiciled in Bandung, the student can submit a stamped agreement letter that has been signed in hard copy directly to the head of the Study Programme or Administration/Operational Manager.
6. If the student is outside the city of Bandung, the Study Programme will send a letter of agreement in the form of a soft copy. The student then signs the agreement letter on a Rp. 10,000 stamp duty and sends it by post/expedition service to the Study Programme address.

VIII – INTERMEDIATE SEMESTER

1. The intermediate semester is held during the even semester holidays, the duration is at least 8 weeks, and contains courses offered by the Study Programme or proposed by students (see point number 4 below for procedures for applying for intermediate semesters from students).
2. The maximum number of courses opened in the intermediate semester is 10 courses.
3. Maximum student study load is 9 (nine) credits.
4. Students submit courses that they want to take in the intermediate semester to the Administration/Operational Manager in the 5th and 6th weeks of lectures (before the Mid-Term Examination). The intermediate semester submission procedure is as follows:



5. Classes will be opened if there are at least 15 officially registered participants.

6. Courses held in the intermediate semester are open to those who have never taken the courses offered or to those who have not passed the course.
7. All offered courses can be taken, provided that they have passed the prerequisites (if any).
8. Registration is done through Administration/Operational Manager. Students who have registered cannot cancel their participation.
9. Students who have registered themselves are bound by the obligation to pay tuition fees for the intermediate semester even though in the future the student is not present during the lecture period.
10. Payment is made at a predetermined time at the designated bank.
11. Students who have registered but are not present during the lecture period will get an E grade for the course concerned.
12. Held for \pm 8 weeks, with a total of 14X meetings (courses 2 and 3 credits) or 28X (courses 4 credits) plus Mid-Term Examination and Final Term Examination.
13. Minimum attendance of 75% (maximum 3X absence for courses 2 and 3 credits and a maximum of 6X for 4 credits courses).
14. Intermediate semester fees are 125% of regular tuition/credit fees, without development contributions.

IX – CONCENTRATION DISTRIBUTION

1. Starting from semester V, students will be divided into 2 concentrations, namely Literature and Linguistics.
2. Students choose a concentration according to their area of interest.
3. Thesis topic is chosen according to the concentration.
4. Once choosing a concentration, students are not advised to change choices.

X – ACADEMIC LEAVE, LEAVE WITHOUT NOTICE/FORCED LEAVE, REACTIVATE, RESIGN, AND DROP OUT OF UNIVERSITY

A. Academic Leave

During their study period, students can take academic leave with the following conditions:

1. Application for academic leave no later than 2 weeks before the academic supervision period. If after the academic supervision period, the leave application cannot be processed.
2. The length of leave is not more than 2 (two) consecutive semesters with a maximum of 4 (four) semesters during the student's study period.

3. Academic leave cannot be taken in the first two semesters of a student's study period.
4. Students fill out an academic leave application form. The academic leave application form can be taken at the Administration/Operational Manager.
5. Academic leave is calculated in the student's study period (14 semesters).

B. Leave without notice/Cuti Paksa

1. Leave without notice/forced leave is given to students who do not carry out online academic supervision for a certain semester.
2. Leave without notice/forced leave is calculated during the student's study period.

C. Reactivate

1. Students who have taken academic leave and wish to be active again must fill out an application form to be active again. The form is taken at the Administrative/Operational Manager.
2. Re-submission of active applications is done no later than 2 weeks before the academic supervision period.
3. Delays result in students not being able to attend lectures in the following semester.

D. Resignation

1. Students who decide to resign must submit a letter of resignation that has been signed by their parents to the dean no later than during the academic supervision period. The letter was signed on a Rp. 10,000 stamp duty.
2. For those who intend to move to another Study Programme at Maranatha Christian University, it is recommended to submit a letter of resignation and application for a transfer of Study Programme no later than 2 (two) weeks prior to the intended study programme academic supervision period.

E. Dropout

1. Students who do not carry out academic supervision and do not apply for official leave for 2 (two) consecutive semesters so that they receive the "no news" status will be considered as college dropouts.
2. If after 3 (three) semesters a student with "no news" status intends to continue studies, the student is required to pay Re-registration, Development and Insurance fees for each semester left.

XI – GPA

Starting from the 2013/2014 academic year, the provisions for taking courses per semester for all students are based on their GPA during academic supervision:

GPA	THE MAXIMUM NUMBER OF CREDITS THAT CAN BE TAKEN
≤ 1.49	12 Credits
1.50 – 1.89	15 Credits
1.90 – 1.99	16 Credits
2.00 – 2.39	18 Credits
2.40 – 2.49	19 Credits
2.50 – 2.89	21 Credits
2.90 – 2.99	22 Credits
3.00 – 4.00	24 Credits

XII – LEARNING EVALUATION

At the end of semesters II, IV, VI, VIII, and X, the Bachelor Programme in English will evaluate each student's academic achievement.

A. First Year Student

1. If a student's GPA at the end of semester II is less than 1.75, the Study Programme will issue a warning letter to the student to reconsider whether the student still intends to continue his studies in the Bachelor Programme in English.
2. If the student intends to continue their studies at the Bachelor Programme in English, then at the end of semester IV he must increase his GPA to a minimum of 2.00.
3. If students are unable to continue their studies, they can resign or move to another Study Programme that is considered more suitable to their interests and talents. The procedure for resigning can be seen in the **ACADEMIC LEAVE, LEAVE WITHOUT NOTICE/FORCED LEAVE, REACTIVATE, RESIGN, AND DROP OUT OF UNIVERSITY** section.

B. Second Year Student

1. At the end of semester IV, students who have a GPA of less than 2.00 must sign an agreement stating that the student is willing to increase their GPA in the next 2 semesters to a minimum of 2.00.
2. The agreement letter is signed by the student concerned on a stamp duty in the presence of the academic counselor or the head of the Study Programme.

C. Third Year Student

If, at the end of semester VI, a student who has signed an agreement at the end of semester IV is still unable to increase his GPA, the student must resign.

XIII – THESIS

1. All students who are going to write a thesis must submit a proposal in accordance with the provisions through a platform determined by the head of the respective KBK on the date and time stated on the announcement sheet distributed during academic supervision.
2. Delays in submitting proposals result in reduced guidance period for the student concerned.
3. The thesis writing schedule is listed in the Academic Calendar which is distributed during each academic supervision period.
4. Students can take part in defense if:
 - a. Have passed all semester I to VIII courses;
 - b. The student's Final Assignment/Thesis is deemed worthy of defense;
 - c. The minimum number of Student Activity Portfolio points worth 350 is met;
 - d. Pass FCE or equivalent TOEFL PBT score of 500.
5. Each student is required to report all academic activities carried out while studying to the academic counselor to be included in the Graduation Diploma Supplement (SKPI).

Thesis/Final Project

1. Requirements for students who will write a Thesis (6 Credits) are that they have passed all English subjects in semesters I to VI and the Literature/Linguistics Seminar Proposal course.

2. The requirements for students who will write TA (4 Credits) are that they have passed all English subjects in semesters I to V and the Literature/Linguistic Seminar Proposal course and Discussion on Linguistic Issues.
3. Thesis writing period is 15 weeks and Final Project is 12 weeks.

Violation of existing provisions for any reason results in students receiving academic/financial sanctions with the consequence of not passing one or several courses.

Every student is responsible for paying attention to everything that is announced by the Study Programme delivered by the Head of Study Programme, Operations Manager, Academic Counselor, and Head of Batches through various platforms.

CURRICULUM

BACHELOR PROGRAMME IN ENGLISH

SEMESTER I

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 101	Pronunciation	4	
2	ED 103	Appreciative Reading	2	
3	ED 105	Appreciative & Accurate Listening	2	
4	ED 107	Grammar: Basic Principles about Parts of Speech □	2	
5	ED 109	Sentence & Paragraph Writing	2	
6	ED 017	Pancasila	2	
7	MK 060	Phenomenology of Religion	2	
	MK 062	Christian Religion Education		
8	MK 039	Indonesian Language	2	
9	ED 403	Indonesian Culture	2	
TOTAL			20	

SEMESTER II

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 102	Rhythm & Intonation	2	
2	ED 104	Factual Reading	2	
3	ED 106	Selective & Gist Listening	2	
4	ED 110	Grammar: Basics of Sentence Construction □	2	
5	ED 108	Narrative & Descriptive Writing	2	
6	ED 112	Introduction to Linguistics	2	
7	ED 114	Survey of English Literature	2	
8	ED 116	Introduction to ELT	2	
9	ED 118	Preparation for Conversation	2	
10	MK 024	Civics	2	
TOTAL			20	

SEMESTER III

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 201	Scientific Reading	2	ED 103, ED 104
2	ED 203	Combo Listening	2	ED 105, ED 106
3	ED 210	Grammar: Verb Patterns □	2	ED 107, ED 110
4	ED 205	Writing for Specific Purposes	2	ED 109, ED 108
5	ED 207	Phonology & Morphology	2	PM ED 112
6	ED 209	Theory of Prose	2	
7	ED 211	Survey of American Literature	2	
8	ED 213	Learning Styles & Strategies	2	PM ED 116
9	ED 215	Methods & Approaches in ELT	2	PM ED 116
10	ED 217	British Culture and Institution	2	
11	ED 219	Daily Conversation	2	PM ED 118
		TOTAL	22	

SEMESTER IV

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 202	Critical & Reflective Reading	2	ED 103, ED 104
2	ED 204	Critical & Argumentative Listening	2	ED 105, ED 106
3	ED 220	Grammar: Noun Patterns □	2	ED 210
4	ED 206	Argumentative & Reflective Writing	2	ED 109, ED 108
5	ED 208	Functional Grammar	2	PM ED 112
6	ED 212	Semantics	2	PM ED 112, PM ED 207
7	ED 214	Theory of Drama & Poetry	2	PM ED 209
8	ED 216	Lesson Planning	2	ED 116, PM ED 213, PM ED 215
9	ED 218	Argumentative Conversation	2	PM ED 219
10	SB 203	Basic Philosophy	2	
		TOTAL	20	

SEMESTER V - Literature

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 310	Grammar: Adjective Patterns □	2	ED 210, ED 220
2	ED 301	Formal Conversation	2	ED 219, ED 218
3	ED 303	Theatre Production	4	PM ED 219, PM ED 214
4	ED 305	American Culture & Institution	2	
5	ED 307	Introduction to Cultural Studies	2	
6	ED 309	Critical Essay Writing	2	ED 205, ED 206
7	ED 311	Contemporary Novel	2	PM ED 209
8	ED 313	Contemporary Poetry	2	PM ED 214
9	ED 315	Contemporary Drama	2	PM ED 214
10	ED 335	Translation: Principle and Awareness	2	ED 202, ED 220
		TOTAL	22	

SEMESTER VI – Literature

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 320	Grammar: Connecting Ideas □	2	PM ED 310
2	ED 302	Translation: Style (English-Indonesian Translation)	2	ED 335
3	ED 304	Conversation for Business Purposes	2	ED 219, ED 218
4	ED 308	Classical Novel	2	PM ED 311
5	ED 312	Classical Poetry	2	PM ED 313
6	ED 314	Classical Drama	2	PM ED 315
7	ED 405	Critical Theories	2	PM ED 209, PM ED 214
8	ED 306	Film Studies	2	
		TOTAL	16	

SEMESTER VII – Literature

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 401	Translation: Style (Indonesian-English Translation)	2	ED 335
2	SB 301	History of Modern Thought	2	PM SB 203
3	MK 052	Computer	2	
4	MK 061	Ethics	2	
5	ED 410	Literature Seminar Proposal □	4	ED 311, ED 313, ED 315, ED 310, PM ED 309, PM ED 405
6		Elective Course 1	2	
		TOTAL	14	

SEMESTER VIII – Literature

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 402	Interpreting	2	ED 302, ED 401
2a	TA 440	Major Thesis (Literature) □	6	ED 410, English subjects sem I-VI except ED 320
2b	TA 220	Minor Thesis (Literature) □	4	ED 410, English subjects sem I-V
3		Elective Course 2	2	
		TOTAL	10	

Notes:

PM = have enrolled in the prerequisite courses.

□ = courses held in odd and even semesters.

SEMESTER V – Linguistics

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 310	Grammar: Adjective Patterns □	2	ED 210, ED 220
2	ED 301	Formal Conversation	2	ED 219, ED 218
3	ED 303	Theatre Production	4	PM ED 219, PM ED 214
4	ED 305	American Culture & Institution	2	
5	ED 317	Academic Writing	2	ED 205, ED 206
6	ED 319	Pragmatics	2	ED 212
7	ED 321	Discourse Analysis	3	ED 212
8	ED 323	Sociolinguistics	3	ED 212
9	ED 335	Translation: Principle and Awareness	2	ED 202, ED 220
		TOTAL	22	

SEMESTER VI – Linguistics

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 320	Grammar: Connecting Ideas □	2	PM ED 310
2	ED 302	Translation: Style (English-Indonesian Translation)	2	ED 335
3	ED 314	Conversation for Business Purposes	2	ED 219, ED 218
4	ED 316	Stylistics	3	PM ED 319, PM ED 321, PM ED 323
5	ED 318	Linguistics: Thematic Analysis	2	PM ED 319, PM ED 321, PM ED 323
6	ED 322	Semiotics	3	PM ED 319, PM ED 321, PM ED 323
7		Elective Course 1	2	
		TOTAL	16	

SEMESTER VII – Linguistics

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 401	Translation: Style (Indonesian-English Translation)	2	ED 335
2	SB 301	History of Modern Thought	2	PM SB 203
3	MK 052	Computer	2	
4	MK 061	Ethic	2	
5	ED 420	Linguistic Seminar Proposal □	4	ED 310, PM ED 317, PM ED 319, PM ED 321, PM ED 323, PM ED 316, PM ED 318, PM ED 322
6		Elective 2	2	
7				
TOTAL			14	

SEMESTER VIII – Linguistics

NO.	CODE	COURSE	Credits	PREREQUISITES
1	ED 402	Interpreting	2	ED 302, ED 401
2a	TA 420	Major Thesis (Linguistics) □	6	ED 420, English subjects sem I-VI except ED 320
2b	TA 220	Minor Thesis (Linguistics) □	4	ED 420, English subjects sem I-V
3	ED425	Discussion on Linguistic Issues	2	ED420
4		Elective Course 3	2	
TOTAL			10	

Notes:

PM = have enrolled in the prerequisite courses.

□ = courses held in odd and even semesters.

Graduate Profile and Learning Outcomes
BACHELOR PROGRAMME IN ENGLISH MARANATHA CHRISTIAN
UNIVERSITY

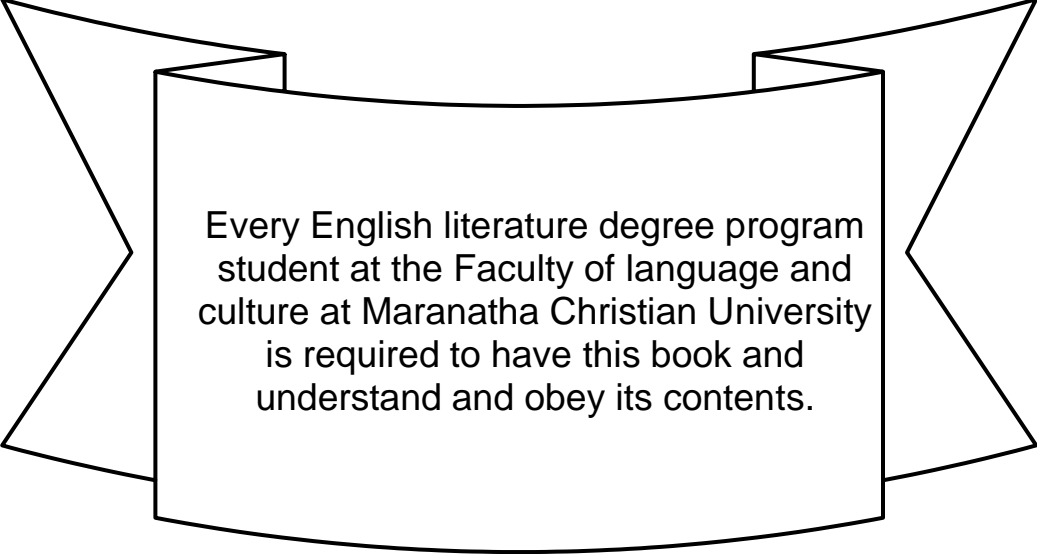
1. Profile

No.	Graduate Profile of the Bachelor Programme in English at Maranatha Christian University
1.	Teacher
2.	Literary & cultural critic
3.	Translator
4.	Non-fiction writer

2. Profile Description

Graduate Profile of the Bachelor Programme in English at Maranatha Christian University

No.	Graduate Profile	Profile Description
1.	Teacher	English teachers at the Kindergarten, Elementary to Junior and Senior High School levels, develop a teaching syllabus, create and develop teaching materials, and evaluate student learning outcomes. Handling the problems faced by students and parents of students in connection with the learning process.
2.	Literary & cultural critic	Literary critics who are culturally critical and British culturally literate.
3.	Translator	Translator of various texts (fiction and non-fiction), both orally and in writing, from English to Indonesian and vice versa.
4.	Non-fiction writer	English non-fiction writer, including newspaper articles, magazines, speeches.

A decorative banner with a central rectangular box containing text. The banner has a wavy top and bottom edge and is flanked by two large, pointed, triangular shapes that resemble folded paper or wings. The text inside the box is centered and reads:

Every English literature degree program student at the Faculty of language and culture at Maranatha Christian University is required to have this book and understand and obey its contents.