



COPY

**RECTOR REGULATION
UNIVERSITAS PADJADJARAN**

NUMBER 11 OF 2025

CONCERNING

**IMPLEMENTATION OF DISTANCE EDUCATION PROGRAM
IN UNIVERSITAS PADJADJARAN**

BY THE GRACE OF GOD ALMIGHTY
RECTOR OF UNIVERSITAS PADJADJARAN,

- Concidering : that in order to implement the provisions of Article 8 paragraph (4) of Government Regulation Number 51 of 2015 concerning the Statute of Universitas Padjadjaran in the context of further regulating the implementation of distance education, it is necessary to stipulate the Rector Regulation of Universitas Padjadjaran concerning the Implementation of Distance Education Program at Universitas Padjadjaran.
- Remembering : 1. Law Number 20 of 2003 concerning the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Additional to the State Gazette of the Republic of Indonesia Number 4301), as partially revoked by Law Number 1 of 2023 concerning the Criminal Code (State Gazette of the Republic of Indonesia of 2023 Number 1, Additional to the State Gazette of the Republic of Indonesia Number 6842);
2. Law Number 12 of 2012 concerning Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Additional to the State Gazette of the Republic of Indonesia Number 5336);
3. Government Regulation Number 37 of 1957, concerning the Establishment of Universitas Padjadjaran (State Gazette of the Republic of Indonesia of 1957 Number 91, Additional to State Gazette of the Republic of Indonesia Number 1422);
4. Government Regulation Number 80 of 2014 concerning the Determination of Universitas Padjadjaran as a Legal Entity State University (State Gazette of the Republic of Indonesia of 2014 Number 301);
5. Government Regulation Number 51 of 2015 concerning the Statute of Universitas Padjadjaran (State Gazette of the Republic of Indonesia of 2015 Number 169, Additional to State Gazette Number 5720);

DETERMINE:

- To Stipulate : REGULATION OF THE RECTOR OF UNIVERSITAS PADJADJARAN REGARDING THE IMPLEMENTATION OF DISTANCE EDUCATION PROGRAMS AT UNIVERSITAS PADJADJARAN.

CHAPTER I

GENERAL PROVISION

Article 1

In this Regulation what is meant by:

1. Universitas Padjadjaran, hereinafter abbreviated as Unpad, is a state university with legal entity.
2. Rector is an organ of Unpad that leads the organization and management of Unpad.
3. Faculty is a set of supporting resources that organize and manage academic education, professional education, and/or vocational education in one family of scientific and technological disciplines.
4. Dean is the leader of the Faculty or school within Unpad who is authorized and responsible for the academic implementation in each Faculty or school.
5. Study Program, hereinafter abbreviated as Prodi, is a unit of education and learning activities that has a certain curriculum and learning methods in one type of academic education, vocational education, and/or professional education.
6. Lecturers are professional educators and scientists with the main task of transforming, developing, and disseminating Science and Technology through Education, Research, and Community Service.
7. Education Personnel are members of the community who devote themselves and are appointed with the main task of supporting the implementation of Higher Education in Unpad.
8. Students are students at the Higher Education level in Unpad.
9. Students are students at the Higher Education level in Unpad.
10. Higher Education is the level of education after secondary education which includes diploma programs, bachelor programs, master programs, doctoral programs, and professional programs, as well as specialist programs, organized by universities based on the culture of the Indonesian nation.
11. Distance Education, hereinafter abbreviated as PJJ, is education in which learners and educators are in separate locations so that it requires information and communication technology and other resources to connect the two.
12. PJJ Study Program, hereinafter abbreviated as PJJ Study Program, is a unit of distance education and learning activities that has a curriculum and learning methods in one type of academic education, and vocational education.
13. Course is a set of learning plans according to the curriculum based on a series of lecture event units.
14. PJJ Courses are courses in regular education study programs that use PJJ.
15. PJJ Management Office, hereinafter abbreviated as KPPJJ, is a functional unit under the management of Unpad that functions to coordinate and provide support services to meet the needs of learning, practice, practicum, supervised examinations, and / or tutorials for students who are geographically easily accessible to students in PJJ study programs and organizing units.
16. Learning is the process of student interaction with lecturers and learning resources in a learning environment.
17. Classroom learning is a learning method that involves students, learning resources, and educators who interact in the same classroom.
18. Distance learning is a learning method where students and educators are separated in place and/or time so that part or all of the process is carried out remotely using information and communication technology intermediaries.

19. Electronic Learning (e-learning) is a learning process that utilizes information and communication technology systematically by integrating all learning components including learning interaction across time and space, with guaranteed quality.
20. Hybrid learning is a learning method that combines both online and offline learning methods simultaneously.
21. Blended learning is a form of learning innovation that combines two or more forms of learning.
22. Online Learning is a learning method that involves students, learning resources, and educators who interact with information and communication technology.
23. Learning Management System (LMS), hereinafter abbreviated as LMS, is a software used for administration, documentation, searching for a report, and creating materials during the online teaching and learning process by being connected to the internet.
24. Massive Open Online Courses (MOOCs) are Non-Degree Education programs that use Distance Learning methods that aim to facilitate access for students and the public to be able to attend lectures from lecturers at Unpad.
25. LiVE Learning Management System (LMS) is an introduction to official online learning for Prodi and organizing units that organize regular education and distance learning specifically for Degree Education Programs at Unpad.
26. UNPAD LUHUNG Massive Open Online Courses (MOOCs) is an official online learning introduction for Study Programs and PJJ organizing units in Non-Degree Education Programs at Unpad.

Article 2

- (1) his regulation is made with the intention to be a guideline for the implementation of PJJ in academic education, vocational education, and non-degree education within Unpad.
- (2) The implementation of PJJ in general refers to the provisions of laws and regulations governing PJJ.

Article 3

- (1) The implementation of PJJ at Unpad aims to:
 - a. providing access to quality higher education for students who are unable to attend face-to-face lectures, including individuals with geographical limitations, time constraints due to professional activities, and/or certain socio-economic conditions;
 - b. expanding the reach of Unpad's higher education services through digital technology-based Distance Learning models, both for students in the country and abroad;
 - c. ensuring learning flexibility through a combination of full online learning, asynchronous learning, and synchronous learning models that allow students to learn according to their time and place;
 - d. supporting innovation in technology-based higher learning methods, including the use of Learning Management System (LMS), artificial intelligence, and learning analytics to increase the effectiveness of PJJ;
 - e. increasing the competitiveness of PJJ graduates in the national and international job market by providing technology-based learning experiences and strengthening digital skills relevant to the industry; and
 - f. supporting digital transformation in the Higher Education system at Unpad as part of efforts to create a more inclusive and sustainable education ecosystem.

- (2) PJJ uses learning with electronic systems (e-learning) to improve the efficiency and effectiveness of learning, by utilizing information and communication technology and other communication media.
- (3) Learning with electronic systems (e-learning) functions as a support for the learning process for Learners to overcome time, distance and space constraints.

Article 4

PJJ is implemented with the characteristics of:

- a. open;
- b. self-learning;
- c. learning anywhere and anytime; and
- d. based on information and communication technology.

CHAPTER II

FORM AND MODE OF IMPLEMENTATION

First Part

Form of Implementation

Article 5

- (1) The implementation of PJJ in Unpad includes the form of:
 - a. PJJ Courses; and
 - b. PJJ Study Program.
- (2) The learning process in the PJJ Study Program is carried out with the Distance Learning model, including:
 - a. asynchronous model, which is learning conducted without real-time interaction, using LMS, digital modules, learning videos, and other online resources;
 - b. synchronous model, which is learning conducted through real-time online interaction, including virtual class discussions, webinars, and live tutorials; and
 - c. blended learning model, which is learning by combining online learning methods with limited face-to-face sessions scheduled in accordance with academic needs and applicable regulations.
- (3) In special conditions such as natural disasters or national emergencies, all learning processes in lectures can be carried out with a full online learning model without face-to-face sessions.
- (4) The implementation and management of PJJ Study Program refers to the academic standards, evaluation system, and governance of Higher Education established by Unpad and applicable laws and regulations.
- (5) Implementation and management of PJJ programs in general are carried out by referring to the Unpad Rector Regulation on the Implementation of Education at Unpad.

Article 6

- (1) PJJ courses as referred to in Article 5 paragraph (1) letter a, is the implementation of PJJ in general courses and / or courses in the field of specialization / concentration in a regular study program.
- (2) The implementation of PJJ courses as referred to in paragraph (1) is organized by Unpad based on the Rector's permission after obtaining the consideration of the Academic Senate.
- (3) PJJ courses can be held for all academic and vocational education programs and non-degree education.

- (4) The implementation of PJJ courses as referred to in paragraph (1) is applied to each course, with the following provisions:
 - a. minimum 25% (twenty-five percent) of the total lecture meetings or equivalent to 4 (four) meetings; and
 - b. maximum 49% (forty-nine percent) of the total lecture meetings or equivalent to 7 (seven) meetings.
- (5) PJJ courses can be held as part of an inbound learning program and/or non-degree education which is further regulated in accordance with the regulations and guidelines for the implementation of academic programs and non-degree education at Unpad.
- (6) PJJ courses can be carried out credit transfer, which is further regulated based on Unpad's past learning recognition guidelines.
- (7) PJJ courses can use blended learning and blended learning that prioritizes digital space-based learning methods, learning object materials, sources of intelligence, and or virtual learning technology.

Article 7

- (1) PJJ Study Program as referred to in Article 5 paragraph (1) letter b, is a Study Program that offers at least 50% (fifty percent) of the number of courses and/or study loads offered in the form of PJJ.
- (2) PJJ Study Program as referred to in paragraph (1) can be held only for Degree Education.
- (3) The learning process in the PJJ Study Program is carried out with a distance learning model consisting of online face-to-face meetings and online tutorials, synchronous and asynchronous, with the following provisions:
 - a. minimum 75% (seventy-five percent) of the total meetings or equivalent to 12 (twelve) meetings; and
 - b. maximum 25% (twenty-five percent) of the total meetings or equivalent to 4 (four) meetings.
- (4) The provisions referred to in paragraph (3) are further regulated in special technical instructions for PJJ Study Programs.
- (5) Graduation standards Students registered in PJJ Study Programs follow the same standards as regular Study Programs.

Second Part Mode of Implementation

Article 8

- (1) PJJ can be organized through the mode:
 - a. single;
 - b. double; or
 - c. consortium.
- (2) Single mode as referred to in paragraph (1) letter a, is the implementation of PJJ Study Programs conducted remotely or PJJ Courses in special conditions.
- (3) Dual mode as referred to in paragraph (1) letter b, is the implementation of PJJ Courses or PJJ Study Programs which are conducted face-to-face and remotely.
- (4) Consortium mode as referred to in paragraph (1) letter c, is the implementation of PJJ organized by several in the form of cooperation with the internal or external scope of Unpad in the national and / or international region.

CHAPTER III

LEARNING SYSTEM AND ORGANIZATION

Article 9

- (1) Learning outcomes in the PJJ Study Program are the same as the learning outcomes of Study Programs organized in face-to-face form, while still considering the characteristics of online learning and technology-based pedagogical innovations.
- (2) Study load, competency achievements, scope of learning content, and quality assurance of PJJ Study Program implementation must follow applicable national and international standards, including accreditation policies and Higher Education quality standards set by Unpad and related accreditation agencies.
- (3) Evaluation of learning outcomes in distance learning study programs can be done with digital-based approaches, such as:
 - a. project-based assessment, to enable students to apply competencies in real case studies;
 - b. digital portfolios, to document students' academic progress in the form of assignments, projects, or publications;
 - c. learning analytics, to monitor students' engagement in online learning and identify academic challenges they face; and
 - d. proctoring-based online exams, to ensure the validity of assessments in the distance learning system.
- (4) Distance Learning Study Program can recognize student credit acquisition from various sources, including:
 - a. micro-credentials or competency certificates from Unpad Luhung online learning platform or global online learning platform, which are recognized through the mechanism of past learning recognition;
 - b. transfer of credits from other institutions that have been accredited nationally and internationally;
 - c. professional experience relevant to the field of study, which can be converted into academic credit based on portfolio assessment; and
 - d. other sources of credit acquisition in accordance with the provisions of applicable laws and regulations at Unpad.
- (5) Students in the PJJ Study Program are required to fulfill academic requirements for graduation, including the completion of the final project or scientific publications in accordance with the provisions of applicable laws and regulations at Unpad.

Article 10

- (1) Learning in PJJ at the Prodi and organizing unit level is organized by:
 - a. independent, structured, and guided learning, with support from teaching staff and the use of various digital learning resources;
 - b. utilization of digital learning resources that can be accessed by students from various locations, including Learning Management System (LMS) based teaching materials, learning videos, electronic books, and other online academic resources;
 - c. use of teaching materials in interactive digital form, which can be combined with other learning resources in various formats and media; and/or
 - d. digital technology-based learning interactions, both in the form of synchronous and asynchronous learning.

- (2) In addition to digital-based learning, PJJ Study Programs can include practical activities or experiments that are organized in:
 - a. limited face-to-face or technology-assisted, including virtual laboratories and digital simulations;
 - b. structured and scheduled in accordance with the Study Program academic calendar; and / or
 - c. guided with supervision by lecturers or online practicum instructors.

Article 11

- (1) PJJ Study Program and PJJ Courses can utilize learning resources that can be accessed by students from various locations, without requiring physical presence on the main campus.
- (2) Interaction between students and lecturers in the study program can be done through:
 - a. face-to-face classes;
 - b. online face-to-face;
 - c. synchronous learning; and
 - d. asynchronous learning.
- (3) PJJ Study Program and PJJ Courses emphasize an interactive learning approach based on information and communication technology, with support:
 - a. LiVE LMS as the main platform for degree education;
 - b. MOOC LUHUNG for access to open learning materials; and
 - c. interactive learning resources through available learning hubs.
- (4) Types of interaction and limitations on the number of meetings in PJJ follow the provisions:
 - a. For PJJ Courses:
 1. face-to-face classes at least 12 (twelve) and a maximum of 9 (nine) meetings; and
 2. online face-to-face, synchronous online tutorials, and/or asynchronous online tutorials at least 4 (four) and a maximum of 7 (seven) meetings;
 - b. For PJJ Study Programs:
 1. face-to-face classes and/or online face-to-face at a maximum of 4 (four) meetings; and
 2. asynchronous lectures, synchronous online tutorials, and/or asynchronous online tutorials at a minimum of 12 (twelve) meetings.
- (5) The minimum limit of classroom face-to-face and/or online face-to-face for PJJ Study Program as referred to in paragraph (4) letter b number 1, and the maximum limit of asynchronous lectures, synchronous online tutorials, and/or asynchronous online tutorials as referred to in paragraph (4) letter b number 2, are adjusted to the learning outcomes of the course.
- (6) Student attendance in a lecture or tutorial session as referred to in paragraph (4) is represented by participation in various tasks and activities for the session, and involvement in discussions with lecturers or tutors with attendance standards following the minimum percentage standards in regular lecture program attendance.
- (7) The implementation of learning activities through structured assignments, independent assignments and mediated self-study, is carried out with the LiVE LMS application and / or MOOC LUHUNG.

Article 12

- (1) The learning method in PJJ prioritizes:
 - a. digital space-based learning methods, namely the teaching and learning process is carried out by bringing together lecturers and students directly or indirectly in virtual spaces such as in online face-to-face application platforms, the LiVE LMS platform for Degree Education, and the LUHUNG MOOC platform for Non-Degree Education;
 - b. learning object material-based learning methods, namely the teaching and learning process is carried out using various digital learning resources in the form of learning object materials (LOMs) either low-sense objects in the form of text, or high-sense in the form of interactive videos; and
 - c. virtual learning technology-based learning method, where the teaching and learning process is carried out using various virtual application platforms that provide virtual-reality based learning and utilize artificial intelligence or other relevant new technologies.
- (2) The use of technology that supports learning as referred to in paragraph 1 letter c is carried out in accordance with applicable provisions in Unpad.
- (3) Practical learning, studio practice, workshop practice or field practice is organized in a structured, scheduled and guided manner.
- (4) In vocational education programs, practice together with lectures is a scheduled compulsory learning activity for a course.
- (5) In academic education programs, practicum, studio or workshop courses are treated as equivalent to other courses, so that students who have taken them are given indicators of learning success.
- (6) Preparation, implementation and evaluation of practicum, practice, studio or workshop, coordinated by the lecturer, assisted by laboratory assistants and assistants at USBJJ Prodi.
- (7) Further provisions regarding the technical and procedural implementation of lectures, tutorials, practicums, practices, studios or workshops for each program level and type of education and scientific field are regulated in the design and implementation of the Prodi curriculum.

CHAPTER IV

LECTURERS AND EDUCATION PERSONNEL

Article 13

- (1) Study Programs that organize PJJ must have Lecturers and Education Personnel resources that are competent in managing PJJ, and have access to technological resources that support the implementation of PJJ.
- (2) Lecturers in PJJ Study Programs and PJJ Courses must have special qualifications and competencies in managing PJJ, including:
 - a. ability to design and implement digital-based learning, including the integration of various interactive learning media;
 - b. mastery of the use of LMS and digital education technology officially used at Unpad, including LiVE LMS for degree education and MOOC LUHUNG for supporting materials;
 - c. ability to provide online mentoring and academic interaction, both in synchronous and asynchronous learning; and

- d. mastery of technology-based evaluation methods, such as online exams with AI-based proctoring, digital portfolios, and learning analytics systems.
- (3) Educational Personnel in the PJJ Study Program that supports the effective operation of the program, at least consists of:
- a. online learning and online examination system administrators, who ensure the smooth running of the LMS and digital-based evaluation system.
 - b. laboratory support personnel or digital media technicians, especially for programs that require technology-based simulations or experiments.
 - c. information and communication technology administrators, who are in charge of managing digital infrastructure and system security.
 - d. educational technology administrators, who are responsible for developing and improving the quality of online learning content.
 - e. digital librarians, who manage access to electronic-based learning resources, such as e-library and international journal databases.
 - f. Unpad provides periodic training for lecturers and education personnel on PJJ management.
- (4) Unpad provides periodic training for lecturers and education personnel on PJJ management.

CHAPTER V

GOVERNANCE

Article 14

- (1) The implementation of PJJ Study Program in Unpad is managed by special units that support the implementation of academic, administrative, and distance learning technology.
- (2) The organization of PJJ Study Program consists of at least:
- a. KPPJJ, which is responsible for planning, coordinating, and evaluating the implementation of distance learning study program at the university level;
 - b. Unit of PJJ Academic Administration Services, which manages registration, registration, student academic services, and other administration related to distance learning study program;
 - c. Teaching Material and Digital Media Development Unit, which is in charge of developing interactive digital learning content in accordance with academic standards and technology-based pedagogy;
 - d. Unit of Information Technology and Digital Learning, which ensures LMS infrastructure, data security, and integration of technology systems in distance learning;
 - e. USBJJ, which provides academic mentoring, online academic guidance services, and consultations related to Distance Learning;
 - f. Digital Evaluation and Testing Unit, which is responsible for implementing AI proctoring-based online exams, portfolio-based assessments, and other evaluation mechanisms;
 - g. Distance Learning Center (PBJJ), as a service center for PJJ students who need access to campus facilities or limited academic activities offline;
- (3) Each unit in the implementation of the PJJ Study Program must coordinate with the relevant Faculties / Prodi to ensure synchronization of academic policies, curriculum management, and evaluation of program success.

Article 15

- (1) KPPJJ as referred to in Article 14 paragraph (2) letter a is responsible for managing and developing the implementation of PJJ Study Program at Unpad, including conducting:
 - a. coordination of PJJ Study Program implementation, including academic aspects, curriculum, teaching materials, evaluation, and academic administration;
 - b. management of PJJ facilities and infrastructure, including LMS and other supporting infrastructure; and
 - c. coordination with related technical units at Unpad in providing information and communication technology services that support PJJ Study Program.
- (2) KPPJJ has a supporting unit for PJJ implementation outside the main campus called PBJJ (Distance Learning Center).
- (3) PBJJ as referred to in paragraph (2) functions as:
 - a. academic and administrative service center for PJJ Study Program students who need access to academic facilities; and
 - b. supporting facilities for practicum activities, project-based assessments, or limited academic interactions that require physical involvement
- (4) For the management of PJJ facilities and infrastructure, KPPJJ coordinates with related technical units, including the Head of the Digital Data and Archive Management Office and the Head of the Library Management Office.
- (5) KPPJJ functions as a coordination center for the management of all aspects of PJJ Study Program implementation, including:
 - a. digital-based curriculum design and development;
 - b. management of digital teaching materials and online Learning system;
 - c. academic services and tutoring for PJJ Study Program students;
 - d. academic evaluation and proctoring-based online examination system; and
 - e. coordination with the Faculty of PJJ Study Program organizers to ensure compliance with academic standards and quality assurance.
- (6) Distance Learning Support Unit (USBJJ) as referred to in Article 14 paragraph (2) letter e is a support unit at the Faculty level which functions to:
 - a. provide academic and administrative services for PJJ Study Program Students at the Faculty level; and
 - b. assist students in online learning.
- (7) USBJJ coordinates technically with KPPJJ in planning, implementing, and evaluating PJJ Study Program activities at the Faculty level.

Article 16

The implementation of PJJ Study Program can only be implemented after the Study Program fulfills the provisions of the opening of the Study Program in accordance with applicable laws and regulations in Unpad.

CHAPTER VI

FACILITIES AND INFRASTRUCTURE

Article 17

- (1) Organizers of PJJ Study Programs and PJJ Courses provide and ensure access to physical facilities and infrastructure that support the optimal implementation of PJJ.
- (2) Physical facilities and infrastructure that must be available to support PJJ Study Program as referred to in paragraph (1) include:
 - a. supporting room facilities for students and teaching staff, which can be used for academic activities, consultations, and access to administrative services;
 - b. studios and recording laboratories for the production of digital teaching materials, including video recording facilities for lectures, academic podcasts, and multimedia-based interactive simulations;
 - c. adequate server room and data center facilities, to support the stability of information technology-based learning systems, including the LMS used in the PJJ Study Program;
 - d. high-speed internet access facilities at the Unpad Learning center, including access points at the main campus and satellite campuses for students and teaching staff who need it;
 - e. physical-based laboratory practicum and simulation support facilities, which can be used by students to meet the needs of experiments and academic activities that require direct interaction with tools and materials; and
 - f. access to physical libraries at Unpad and partner institutions, including book lending services, reading rooms, and other academic support facilities for PJJ Study Program students.
- (3) The management and utilization of physical facilities and infrastructure for PJJ Study Program and PJJ Courses are carried out in a coordinated manner with related units in Unpad, including KPPJJ, Faculty or school organizers, and academic service units and information technology.

Article 18

- (1) KPPJJ coordinates with related technical units to regulate the mechanism of use and data storage capacity limits on LiVE LMS based on cloud storage.
- (2) Courses and their complementary components stored in the LMS that are inactive for 2 consecutive years (4 semesters) will be gradually removed from the storage system through written notification to the regular Study Program and PJJ Study Program concerned.
- (3) Inactive courses and their completeness can be stored in the system to be reused based on requests from the Study Program or Lecturer who teaches the course.
- (4) The process of system and network maintenance that supports the implementation of PJJ can be carried out at any time with or without notification to LMS users.

CHAPTER VII

FINANCING

Article 19

- (1) Sources of funds for the implementation of PJJ Study Program and PJJ Courses are adjusted to the provisions of applicable laws and regulations in Unpad.
- (2) PJJ Study Program funding can be sourced from:
 - a. tuition fees paid by students in accordance with university policies regarding the financing scheme of PJJ Study Program;
 - b. funding from the government or related institutions in the form of grants or operational assistance funds for PJJ programs;
 - c. cooperation with industry partners, educational institutions, or international organizations that support the development and implementation of PJJ Study Program; and
 - d. other legal sources in accordance with the provisions of applicable laws and regulations at Unpad.
- (3) The management and use of funds for PJJ Study Program and PJJ Courses are carried out transparently and accountably, in accordance with the applicable financial governance system at Unpad.

CHAPTER VIII

QUALITY ASSURANCE

Article 20

- (1) Prodi and the Organizing Unit of PJJ Study Program implement an internal quality assurance system that covers academic, administrative, and technological aspects, in accordance with applicable standards in Unpad.
- (2) PJJ Study Program must obtain periodic accreditation in accordance with the characteristics of Distance Learning and applicable national and international accreditation standards.
- (3) Quality Assurance Unit conducts monitoring and evaluation at least 1 (one) time in 1 (one) year to PJJ organizers, which includes aspects:
 - a. quality of curriculum and digital teaching materials;
 - b. effectiveness of digital learning delivery strategies;
 - c. methods of interaction between lecturers and students in online systems;
 - d. reliability and security of technology-based learning systems; and
 - e. academic data management systems, student records, and learning evaluation.
- (4) Faculties and schools organizing PJJ study programs are required to report the implementation of PJJ periodically through the applicable reporting system at Unpad, including:
 - a. academic data;
 - b. administration; and
 - c. online learning performance.
- (5) Quality assurance evaluation of PJJ study programs and units is carried out through an evidence-based assessment mechanism, which includes:
 - a. documentation of teaching materials and Learning Object Material (LOM);

- b. analysis of the effectiveness of digital learning delivery strategies;
 - c. monitoring of student and lecturer involvement in online-based academic activities;
 - d. evaluation of interaction systems, data storage, and security and academic data flow; and
 - e. recording and analyzing student performance through the Learning Management System (LMS).
- (6) The results of quality assurance evaluation as referred to in paragraph (3) are used as the basis for continuous improvement in the management and development of PJJ Study Program in Unpad.

CHAPTER IX

OPENING, CHANGING, AND CLOSING PJJ PROGRAM

Article 21

- (1) The opening, change, and closing of PJJ Study Program are carried out by referring to the applicable laws and regulations in Unpad regarding the opening, change, and closing of Study Programs.
- (2) The opening of a PJJ Study Program must meet academic, institutional, and infrastructure requirements in accordance with the standards and provisions of the applicable laws and regulations.
- (3) In addition to the standards and provisions as referred to in paragraph (2), the opening of PJJ Study Program must meet the requirements:
 - a. proposed by a Faculty or school that has a regular study program with the same name and level, and has been accredited A / Excellent, and / or has a recognized international accreditation;
 - b. has a minimum of 5 (five) permanent lecturers who are competent in PJJ Study Program, with certification or experience in distance learning and digital education technology;
 - c. submit a proposal to open PJJ Study Program to the Rector, including academic feasibility studies, digital learning plans, and infrastructure readiness;
 - d. have a PJJ Study Program curriculum prepared with the same learning outcomes as regular study programs, with learning methods adapted to the distance model;
 - e. have digital teaching materials that have been prepared for at least the first two semesters, especially for typical PJJ Study Program courses;
 - f. have a track record in organizing information and communication technology (ICT)-based learning, such as e-learning, blended learning, or experience in managing previous online courses;
- (4) The closure of the PJJ Study Program can be done in the event of the following conditions:
 - a. non-fulfillment of academic, institutional, and technological standards in the implementation of PJJ Study Program;
 - b. lack of interest in a certain period of time that indicates a lack of program sustainability;
 - c. evaluation and quality assurance results show that the program no longer meets the quality criteria set by Unpad and Higher Education regulators; and/or

- d. new policies from the government or changes in institutional strategies that require adjustments in study program offerings.
- (5) The decision to open, change, and close the PJJ Study Program is made by the Rector of Unpad based on academic studies and recommendations from relevant organs and/or units.it.

CHAPTER X

CLOSING PROVISIONS

Article 22

When this Rector's Regulation comes into effect, Rector's Regulation No. 33/2016 on the Implementation of E-Learning in Unpad is revoked and declared invalid.

Article 23

This regulation shall come into force on the date of enactment.

So that everyone may know it, order the promulgation of this Rector's Regulation by placing it in the University Gazette.

Established in Bandung
on March 21, 2025

RECTOR,

TTD

ARIEF SJAMSULAKSAN KARTASASMITA

