



# STUDENT HANDBOOK

SOCIOLOGY EDUCATION  
STUDY PROGRAM



FACULTY OF SOCIAL SCIENCES  
UNIVERSITAS NEGERI YOGYAKARTA

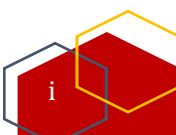
# STUDENT HANDBOOK

## SOCIOLOGY EDUCATION STUDY PROGRAM



**Welcome New Member of  
Sociology Education Study Program**

**Congratulation, Now You are the Part  
of Universitas Negeri Yogyakarta  
superior, creative and innovative with  
piety, autonomy, and intellectuality**



## Introduction

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Sociology Education Study Program from Faculty of Social Sciences UNY is a new space for students who have been accepted and registered to join this study program. A space and round that will be passed with variety of activities both academically and non-academically. The students are expected to enjoy all the educational processes here and develop their abilities, so later on, they will become useful graduates for themselves, their families, and society. Being part of the educational environment at the Sociology Education Study Program here certainly requires provision and experience. This Student Handbook is deliberately arranged to guide the students while studying in the Sociology Education Study Program. This book provides an overview of how the academic, socio-cultural, physical environment, and various facilities in this Study Program in particular and UNY in general. In addition, it also provides a description of the Special Region of Yogyakarta as inseparable from the existence of UNY in it.

The data and information in this manual are expected to be used as a basis for academic and non-academic considerations for the students. Sociology Education Study Program tries as much as possible to keep going hand in hand with the students from the beginning of entry until their graduation. It is hoped that all new students will be able to live as good university student with enthusiasm and be able to study successfully and steadily. Hopefully this Student Handbook can be useful for students and the development of Sociology Education Study Program.

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## Student Handbook Overview

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This Student Handbook is a guidebook for you while become a student of Sociology Education Study Program. This book is used for 2019/2020 period and will undergo regular repairs or changes in the process of education and its implementation. You will get a notification if there are changes of information in this book. This book aims to provide information to students from the time they first became students to completing their studies in this study program. This book contains information related to the vision, mission and competencies of graduates, an explanation of the services provided by the university, regulations, policies and useful links where you can get more detailed information.

This book is designed as your handbook that explains technical and non-technical things that you need to prepare and do while you are a student. You will get information related to academic services, (lectures, talent development, and study completion) and non-academic services (health, safety, security and counseling guidance). We wish you live a good life as students and enjoy studying in this study program.

## History of Faculty of Social Sciences



Figure 1. Faculty of Social Science's Motto and Mascot

The establishment history of Faculty of Social Sciences cannot be separated from the establishment history of Universitas Negeri Yogyakarta (UNY). Based on the decree of Minister of High Education and Science number 55 year 1963, on May, 22th 1963 this university was named by Institute Keguruan dan Ilmu Pendidikan Yogyakarta (IKIP Yogyakarta) which lead in generating the Teaching, Learning, and Educational Profession. Faculty of Social Science Education is one of the faculties which inaugurated by the Minister of Higher Education on May, 21<sup>st</sup>, 1964. This decision was upheld by Presidential Decree number 268 of 1965 on September, 14<sup>th</sup> 1965.

In order to strengthen the function of teacher training in the field of Social Sciences, the rector of IKIP Yogyakarta issued a decree number 05 of 1965 which contains changing the name of Faculty of Social Science Education to become the Faculty of Social Sciences Teaching. Furthermore, to emphasize the educational characteristics, based on Presidential Decree number 54 of 1982 on September, 7<sup>th</sup> 1982 concerning the organizational structure of IKIP Yogyakarta the name of Faculty of Social Science Teaching was changed into Faculty of Social Science Teaching and Education.

In line with the Development of Science and Technology and the demands of the global work needs, IKIP Yogyakarta was developed into Universitas Negeri Yogyakarta (UNY) based on Presidential Decree No. 93 of 1999, August 4<sup>th</sup>, 1999. This was followed by a change in the name of the faculties in this university, Faculty of Social Science Teaching and Education was changed to Faculty of Social Science, which was ratified based on Minister of Education and Culture Decree Number 274/0/1999 concerning the Organization and Work Procedure of Universitas Negeri Yogyakarta. With the change of name, FIS has the authority to hold study programs in the field of teacher training and pure basis science study.

Some changes and development efforts continue to be made to meet the demands of the community. Therefore, it was proposed to change the name of the Faculty of Social Sciences to become the Faculty of Social and Economic Sciences. Based on the Regulation of the Minister of National Education of the Republic of Indonesia Number 12 of 2006 concerning Amendment which replaced the Decree of the Minister of Education and Culture Number 274/0/ 1999 concerning Organization and Work Procedure of Universitas Negeri Yogyakarta, Faculty of Social Sciences was changed into the Faculty of Social and Economic Sciences.

In order to meet the demands of the development of the world of work, Faculty of Social and Economic Sciences was developed into two faculties namely Faculty of Social Sciences and Faculty of Economy. Based on the course of the history of the institution, the Faculty Senate decided September 14, 1965 as the anniversary of Faculty of Social Sciences. This date was taken from the formal juridical basis of the Republic of Indonesia's Presidential Decree concerning the strengthening and ratification of the establishment of the IKIP Yogyakarta on September 14<sup>th</sup>, 1965.

At present there are 8 departments at Faculty of Social Sciences. The study programs are Civics Education, Geography Education, Historical Education, Sociology Education, Social Sciences Education, History, Public Administration, and Communication Studies.

## Vision and Missions



*Figure 2. Students' Photograph in front of Faculty Building*

### Vision

In 2025 FIS UNY became an excellent Faculty in Southeast Asia in producing alternative paradigms of social science, social scientists, and educators who are pious, independent, and scholars based on the insight of Indonesian statehood.

### Missions

1. Organizing academic and professional education to produce social scientists and educators who work together to strengthen the Indonesian character.
2. Organizing research and development activities in social science and social science education with Indonesian characteristics.
3. Implementing community service that is relevant to efforts to strengthen social science and social science education with Indonesian character.
4. Organizing collaborations with domestic and foreign institutions to strengthen institutions, develop social science and social science education, and improve the competitiveness of graduates.
5. Developing and Strengthening good faculty governance.



## Structure of Organization in Faculty of Social Sciences

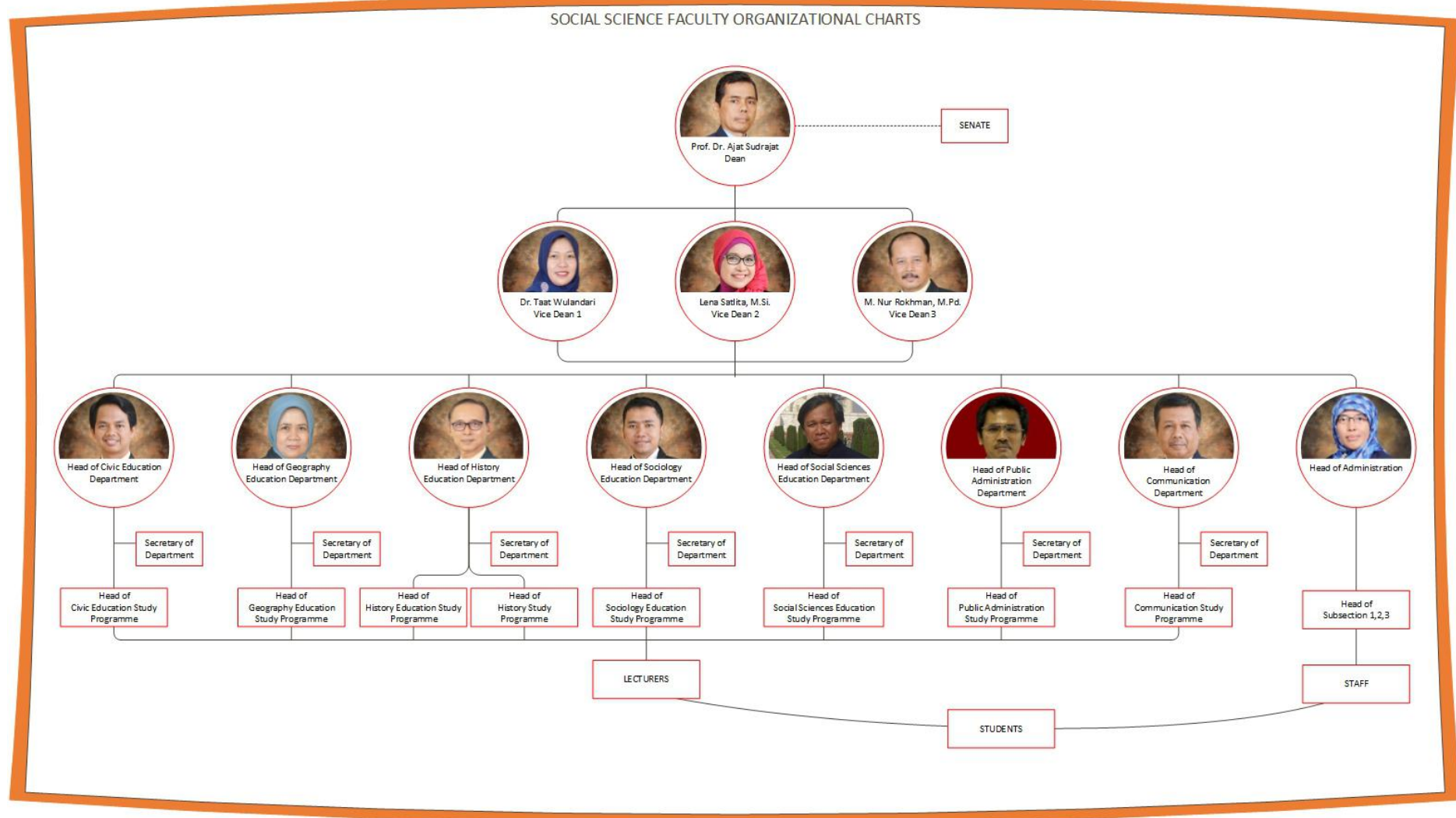


Chart 1.  
Structure of Organization Faculty of Social Sciences



## Sociology Education Study Program



*Figure 2. Student of Sociology Education Study Program*

Sociology Education Study Program was established in 2004, with the main mission to produce professional teachers in the field of Sociology, giving birth to people who have devotion, independence and scholarship. Sociology Education seeks to encourage enlightenment efforts through education, generate reformers who are able to make a difference through the building of the science of Sociology. To realize it, the Sociology Education Study Program of Faculty of Social Sciences UNY conducts educational and teaching activities to form people who have broad knowledge, leader spirits, tolerance, respect for diversity, character and have a professional spirit.

## Reasons to choose Sociology Education Study Program

Sociology Education Study Program is an educational program in the field of sociology that has the best reputation within the Educational Personnel Education Institution. In accordance with the achievements of graduates, the main output of Sociology Education Study Program is to generate educators in the field of sociology both in schools, higher institutions, and private course. There are 2 things learned in the lecture process; educational material as a provision to develop pedagogical competencies, as well as material related to sociological science. In connection with these two sciences, the Sociology Education Study Program continues to develop teaching materials synchronized to the needs in the field, thus enabling graduates of the Sociology Education Study Program to suit the field needs as educators, researchers, and entrepreneurs in the field of education.

Sociology Education seeks to encourage the advancement of education by giving birth to reformers who are able to create enlightenment through the building of Sociology. To realize it, this study program conducts educational and teaching activities by forming people who have extensive knowledge, have leadership spirits, tolerance, respect for diversity, character and have a professional spirit. It is summed from the location, this study program is located in Yogyakarta with diverse socio-cultural conditions of the community, so that it can become a complete social laboratory for the learning process.

## Vision and Mission of Sociology Education Study Program

### Vision

The Vision of the Sociology Education Study Program is to become a superior, creative, innovative, and inspirational study program in the field of sociology education based on loyalty, independence, intellectual, and Indonesian characters.

### Misi

The mission of the Sociology Education Study Program is to educate prospective educators and/or education personnel by:

1. Organizing academic education in the field of education, always following the dynamics of social change in the world, and directed to produce people who are devoted to God Almighty, have intelligence and skills that are beneficial to the development of the educational world.
2. Organizing research activities to develop education and overcome socio-cultural problems that develop in society, so that it can continue to encourage the realization of social transformation.
3. Carry out community service activities, encourage the understanding of people who have an identity, live peacefully, and appreciate the differences.

## The Organizational Structure of Sosiology Education Study Program

SOCIOLOGY EDUCATION DEPARTMENT ORGANIZATIONAL CHARTS

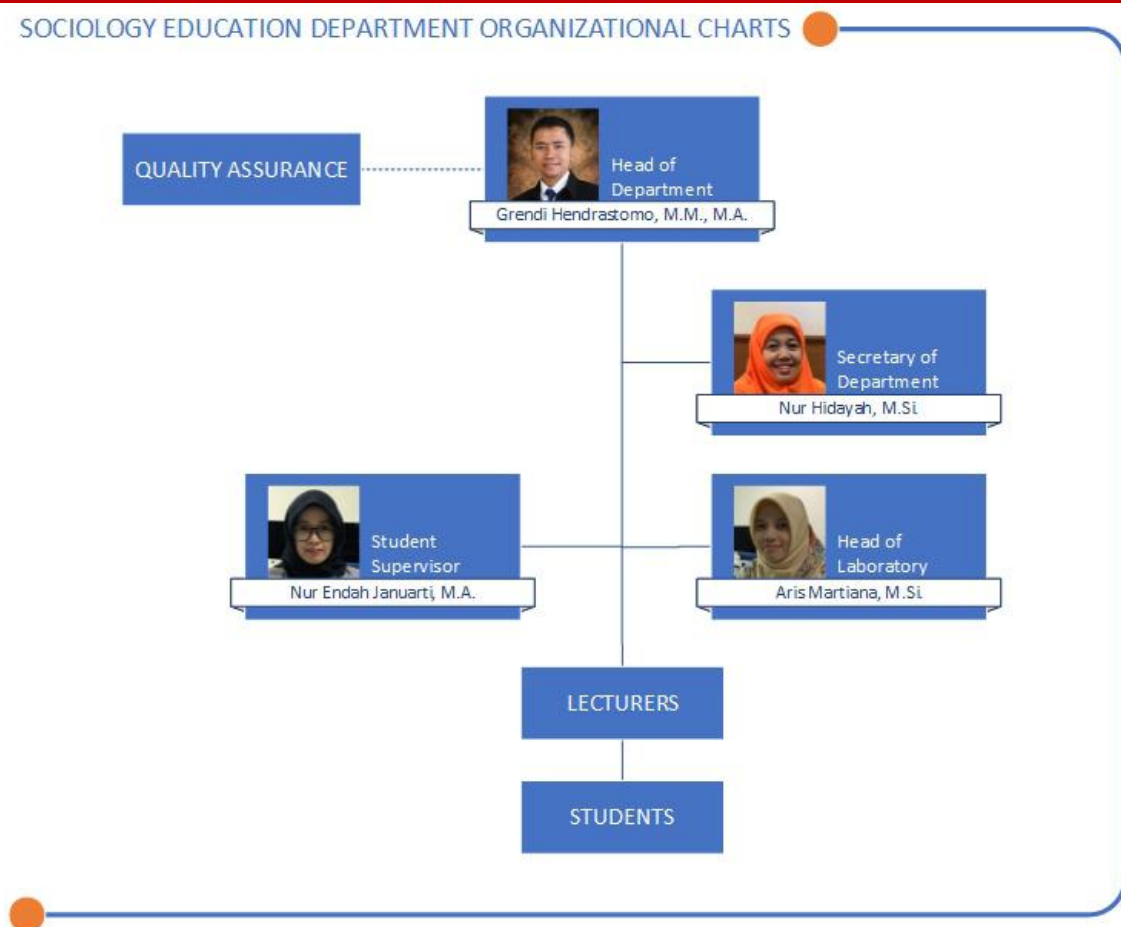






Figure 2.  
Organizational Structure of Sosiology Education Study Program

## Academic Staffs of Sosiologi Education Study Program

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## The Curriculum of Sosiology Education Study Program

### Graduate Profile

Graduates' profile of Sosiology Education Study Program:

No	Graduate Profile	Description
1	An educator in the field of sociology	Educators in the field of Sociology who have the ability to design, implement, and evaluate the learning process in High Schools / Madrasah Aliyah, Guidance Institutions, Training, and Skills Institutions, and also Home Schools
2	A researcher	Educational researchers who have the ability to design and carry out research in policy studies, implementation, and evaluation of education; Researchers in the field of Sociology who can design and carry out research in the study of dynamics and social change
3	An edupreneur	Entrepreneurs in the education sector who have the ability to design, create, and run educational services



## Learning Outcomes

Learning outcomes of graduates of Sociology Education Study Program, Faculty of Social Sciences, Universitas Negeri Yogyakarta:

### 1. Attitude

Attitude competencies of the graduates are including:

- a. Devout God Almighty and be able to show a religious attitude;
- b. Uphold the value of humanity in carrying out duties based on religion, morals, and ethics;
- c. Contribute to the improvement of the quality of the community, nation, state and civilization development based on Pancasila;
- d. Acting as a proud and loving citizen of the country, having nationalism and a sense of responsibility to the state and nation;
- e. Respecting cultural diversity, views, religion, and beliefs, as well as other people's original opinions or findings;
- f. Cooperate and have social sensitivity and care for the community and the environment;
- g. Obey the law and discipline in community and state life;
- h. Internalize academic values, norms, and ethics;
- i. Show a responsible attitude for work in the field of expertise independently;
- j. Internalize the spirit of independence, struggle, and entrepreneurship.

### 2. Knowledge

Knowledge competencies of the graduates are including:

- a. master the field of education and sociology material theoretically-conceptually and practically;
- b. develop studies on education and sociology for the benefit of learning and scientific development;
- c. solving education and social problems critically, rationally and logically by considering humanity and local wisdom;
- d. designing creative, innovative and inspirational learning according to the characteristics of students, the learning environment, and the development of science and technology;
- e. create educational services that are in accordance with the needs and development of society and global challenges.

### 3. Special Skills

Specific competency skills of the graduates are including:

- a. use the concept of sociology in the analysis and resolution of educational and social-social problems in accordance with the situation at hand;
- b. demonstrating ideas and information effectively through various forms of strategy and media to students, the academic community and the general public;
- c. sharpen scientific capacity and expertise independently through lifelong education and learning;
- d. packaging learning processes that are effective, creative, innovative and inspiring;
- e. considering various studies on education and sociology to provide solutions and decisions on educational and social problems;
- f. producing supporting facilities for learning activities and educational services;
- g. putting oneself to give exemplary attitude and behavior according to the identity of educators and based on the ethics of the teaching profession;
- h. train students and the community to become drivers of change in the context of empowerment, community facilitation and organization of social activities;
- i. encourage students to think critically and innovatively through the learning process.

#### 4. General Skills

General skills competencies of the graduates are including:

- a. able to apply logical, critical, systematic, and innovative thinking in the context of the development or implementation of science and technology that pays attention to and applies humanities' values in accordance with their fields of expertise;
- b. able to show independent, quality and measurable performance;
- c. able to study the implications of the development or implementation of technological science that pays attention to and applies the value of the humanities in accordance with their expertise based on rules, procedures and scientific ethics in order to produce solutions, ideas, designs or art criticisms, compile scientific descriptions of the results of their studies in the form of thesis or final project report and upload it on the college page;
- d. compile a scientific description of the results of the study above in the form of a thesis or final project report, and upload it on the college page;
- e. able to make appropriate decisions in the context of problem solving in their areas of expertise, based on the results of information and data analysis;
- f. able to maintain and develop networks, with mentors, colleagues, colleagues both inside and outside the institution;
- g. able to take responsibility for achieving the results of group work and supervise and evaluate the completion of work assigned to workers under their responsibility;
- h. able to carry out a process of self-evaluation of work groups under its responsibility, and be able to manage learning independently; and
- i. able to document, store, secure, and rediscover data to ensure validity and prevent plagiarism.

#### Curriculum Structure

The courses offered are divided into six subject groups, they are (1) general courses, which mean they are compulsory courses for all study programs at Yogyakarta State University; (2) faculty courses, which are being the signature subject of each faculty. Therefore, all of the study programs at the Faculty of Social Sciences take the same subjects; (3) basic education courses, becoming compulsory subjects to underlie students of educational study programs; (4) courses in learning process skills, to equip the necessary skills of educators; (5) education development courses, as a supplement to encourage innovation in education; and (6) subject areas of expertise, including sociology science courses. The complete curriculum structure of the Sociology Education Study Program organized as follows:

- |   |                  |
|---|------------------|
| a. General Course (MKU)                   | : 21/21 credits  |
| b. Faculty Course (FIS)                   | : 9/9 credits    |
| c. Basic Education Course (MDK)           | : 8/8 credits    |
| d. Learning Process Skills Course (MKKPP) | : 20/20 credits  |
| e. Education Development Course (MKPP)    | : 17/17 credits  |
| f. Expertise Course                       | : 101/71 credits |

Courses offered are 176 credits, where students are required to take a minimum of 146 credits as a graduation requirement.



**Table 1. List of Courses in Sociology Education Study Program**

NO	CODE	COURSE	Nature			Type of Course							Credits	Semester
			WL	WT	PLH	MKU	MDK	MKKPP	MKPP	Theory	Practice	Field		
1	MKU6201	Islamic education***	2			2				2			2	2
2	MKU6202	Catholic Education ***	2			2				2			2	2
3	MKU6203	Christian education***	2			2				2			2	2
4	MKU6204	Buddhist Education ***	2			2				2			2	2
5	MKU6205	Hindu Education ***	2			2				2			2	2
6	MKU6206	Konghucu Education ***	2			2				2			2	2
7	MKU6207	Civic education	2			2				2			2	2
8	MKU6208	Pancasila	2			2				2			2	1
9	MKU6209	Bahasa Indonesia		2		2				2			2	1
10	MKU6210	Statistics		2		2				2			2	1
11	MKU6211	English		2		2				2			2	1
12	MKU6212	Digital Transformation		2		2				2			2	2
13	MKU6213	Creativity, Invation, and Enterprenurship		2		2				2			2	2
14	MKU6314	Kuliah Kerja Nyata (KKN)	3			3						3	3	7
15	MKU6218	Inclusive Education		2		2				2			2	2
16	FIS6202	Philosophy of Science		2						2			2	1
17	FIS6203	Social Theory of Indonesia		2						2			2	4
18	FIS6201	The Nature of Social		2						2			2	1
19	FIS6304	Social Research Methodology (Qualitative)		3						3			3	4
20	MDK6201	Pedagogical Education		2			2			2			2	1
21	MDK6202	Psychology Education		2			2			2			2	2
22	MDK6203	Management Education		2			2			2			2	2
23	MDK6204	Sociology and Anthropology Education		2			2			2			2	3
24	PSO6201	Sociology Curriculum and Learning		2				2		2			2	4
25	PSO6302	Sociology Learning Model		3				3		2	1		3	5
26	PSO6203	Sociology Learning Media		2				2		2			2	5
27	PSO6304	Sociology Learning Assessment		3				3		2	1		3	5
28	PSO6305	Sociology Learning Plan		3				3		2	1		3	4
29	PSO6206	Sociology Learning Media Production		2				2			2		2	6
30	PEN6201	Micro Learning		2				2			2		2	6
31	PEN6302	Introduction to School Field (PLP)	3					3		3			3	7
32	PSO6307	Sociological Research Methodology		3					3	3			3	3
33	PSO6608	Final Project	6						6		3	3	6	8
34	PSO6209	Educational Research		2					2	2			2	6
35	PSO6210	Profession Ethics		2					2	2			2	4
36	PSO6211	Alternative Learning		2					2	2			2	5
37	PSO6212	Job Training		2					2			2	2	4
38	PSO6313	The Basics of Sociology	3							3			3	1
39	PSO6214	Multiculturalism		2						2			2	3

NO	CODE	COURSE	Nature			Type of Course							Credits	Semester
			WL	WT	PLH	MKU	MDK	MKKPP	MKPP	Theory	Practice	Field		
40	PSO6215	Social Anthropology		2						2			2	1
41	PSO6216	Indonesian Social History		2						2			2	1
42	PSO6217	Social Cultural Transformation		2						2			2	3
43	PSO6318	Classical Sociological Theory		3						3			3	2
44	PSO6319	Contemporary Sociological Theory		3						3			3	3
45	PSO6220	Socio-cultural Problems		2						2			2	2
46	PSO6221	Quantitative Data Processing		2						1	1		2	2
47	PSO6222	Qualitative Data Analysis		2						2			2	5
48	PSO6223	Community Empowerment		2						2			2	5
49	PSO6324	Scientific Writing		3						3			3	6
50	PSO6225	Family and Kinship		2						2			2	3
51	PSO6226	Sociology Education		2						2			2	4
52	PSO6327	Politic, Democracy and Civil Society		3						3			3	4
53	PSO6328	Legal Sociology		3						3			3	3
54	PSO6229	Rural Sociology		2						2			2	3
55	PSO6230	Urban Sociology		2						2			2	3
56	PSO6231	Gender Sociology		2						2			2	6
57	PSO6332	Economic Sociology		3						3			3	5
58	PSO6233	Conflict and Peace		2						2			2	4
59	PSO6234	Sociology of Development		2						2			2	4
60	PSO6235	Global Competence in Fieldwork		2						2			2	5
61	PSO6236	Social welfare		2						2			2	3
62	PSO6237	Sociology of Religion*			2					2			2	5
63	PSO6238	Culture and Media Studies*			2					2			2	6
64	PSO6239	Mass Communication*			2					2			2	6
65	PSO6240	Digital Society*			2					2			2	5
66	PSO6241	Social Identity and Group Flow*			2					2			2	6
67	PSO6242	Tourism Sociology*			2					2			2	5
68	PSO6243	Industrial Sociology*			2					2			2	6
69	PSO6244	Organizational Sociology*			2					2			2	5
70	PSO6245	Edupreneur*			2					2			2	6
71	PSO6246	Education Services Development*			2					2			2	6
72	PSO6247	Community and Environmental Issues*			2					2			2	6
73	PSO6248	Health Sociology*			2					2			2	6
74	PSO6249	Social Demographics*			2					2			2	5
75	PSO6250	Social Movement*			2					2			2	6
76	PSO6251	Society Risk*			2					2			2	5
77	PSO6252	Teacher Professionalism and Career*			2					2			2	6
78	PSO6253	Learning Innovation in the Digital Age*			2					2			2	6
79	PSO6254	Education Curriculum and Policy*			2					2			2	6

NO	CODE	COURSE	Nature			Type of Course							Credits	Semester
			WL	WT	PLH	MKU	MDK	MKKPP	MKPP	Theory	Practice	Field		
80	PSO6255	The Culture of Education in School*			2					2			2	5
81	PSO6256	Student, Teacher, and School*			2					2			2	5
82	PSO6257	Theory of Postmodernism Sociology**			2					2			2	6
83	PSO6258	Quantitative Data Analysis**			2					2			2	6
84	PSO6259	Discourse Analysis**			2					2			2	6


Notes:

\* Choose min 14 credits (10 credits specialization; 4 credits cross-interest / additional capabilities across study programs)

\*\* Choose min 2 credits

\*\*\* Choose according to religion

The complete Sociology Education curriculum can be downloaded at the following link <http://psosio.fis.uny.ac.id/download>



## Learning Process

**Table 2. Details of Learning Process**

No	Aspect	Explanation	
1	Learning Planning	Lesson Plan (Semester)	Given to students at the beginning of lectures
		Course Contract	Performed together at the first lecture meeting
2	Learning Process		
	Place	Class	Lecturer Room at G.01 lantai 2 ruang 06, 09, dan 10
		Field	<ul style="list-style-type: none"> <li>Schools in DIY, Central Java, and Overseas</li> <li>Society environment in Indonesia and abroad</li> </ul>
		Laboratory	<ul style="list-style-type: none"> <li>Laboratory of the Sociology Department (Integrated in the Social Sciences Lab)</li> <li>Laboratory of Micro Teaching (G.01)</li> <li>Laboratory of Computer/Fisnet (G.01 2<sup>nd</sup> floor)</li> </ul>
		E-Learning	Via LMS be-smart (besmart.uny.ac.id)
	Model	Individual	Emphasis on the Independent of Learning Process of each students
		Group	Emphasis on the learning process with small groups
		Pair	Emphasis on the learning process by collaborating with partners in the form of community leaders, social institutions, government agencies, and educational institutions.
	Methods	Group Discussion	Each group exchanges opinions and ideas to solve and solve a problem

No	Aspect	Explanation	
		Simulation	Students imitate certain situations, for example learning simulations
		Tutorial	Tutoring conducted openly in certain groups
		Project	Students work on a particular learning project, for example the development of learning media and theater
		Practicum	Students try out a number of things related to learning material, for example learning media practicum and research practicum.
		Seminar	Large class learning by inviting speakers to speak up front such as public lectures
		Field Study	Students carry out activities in the field such as school, organization and community environment
	Value	1 credit	50 minutes face to face 50 minutes structured tasks 60 minutes of independent assignment
		1 course	Min 2 credits
		1 semester	16 weeks (16 meetings) Must be followed by at least 75% of students

## Assessment

**Table 3. Details of Assessment**

No	Type of Assessment	Aspect	Method	Time
1	Process	Participation, the ability to express ideas, responsibilities, independence, solidarity, cooperation, motivation, discipline, honesty	Observation, Peer Assessment, Portfolio	During the course
2	Output	The ability to achieve competence in learning outcomes, cognitive abilities and their application	Competency Test, End of Semester Exams, Practice Exams, Final Assignment Exams, Writing Exams, Writing Essays or Papers, Oral Exams, Portfolios	During the course

## Partnership

Sociology Education Study Program established various collaborations with other institutions such as universities, schools, and institutions as an effort to improve the quality of learning and efforts to build networks. Some of these institutions are as follows.



**Table 4. Collaboration of Sociology Education Study Program with Other Institutions**



No	Institution	Type of Activities
1	Asosiasi Program Studi Pendidikan Sosiologi dan Antropologi Indonesia (APPSANTI)	Partnership; Staff Exchange; Credit Transfer; Join Publication; Seminar; Developing Curriculum; Research and Join Community Services

No	Institution	Type of Activities
2	Asosiasi Program Studi Sosiologi Indonesia (APSSI)	Partnership; Staff Exchange; Credit Transfer; Join Publication; Seminar; Developing Curriculum; Research and Join Community Services
3	Universitas Luar Negeri UPSI Malaysia; University of Malaya; Universitas Kebangsaan Malaysia; Aichi University; Chiang Mai University	Partnership; Staff Exchange; Credits Transfer; Seminar; Joint Research; Joint Publication; Summer Course
4	High School in DIY dan Jawa Tengah	Partnership; training; research; community service; Community Service Program (KKN), and Field Orientation Program (PPL)
5	Government in Indonesia	Organization of cooperation in matters of education; teaching; research and community service
6	MGMP Sosiologi DIY and Jawa Tengah	Training; research; community service

## Student Services

### Academic Services

<p><b>Registration/Online KRS</b></p> <p>SIKAD is a system used by students and lecturers for processing students' academic data, starting from Course Selection Form (<i>KRS</i>) input, <i>KRS</i> validation by the academic advisor, up to the score entry done by the lecturers. Both students and lecturers can see the documents of learning achievement results that every student will have. Therefore, the Course Selection Form (<i>KRS</i>) can be accessed through the page URL <a href="http://siakad2013.uny.ac.id">http://siakad2013.uny.ac.id</a></p>	
<p><b>Academic Supervision</b></p> <p>The academic supervision is done among students and their Academic Supervisor in each study program, including lectures consultation regarding learning obstacles and others.</p>	
<p><b>Permission Letter Processing (research, observation, practice)</b></p> <p>Students can apply for research permission letters when they will have or conduct their theses or research in general that can be processed online, so that it will be more effective, through the page URL <a href="http://eservice.uny.ac.id">http://eservice.uny.ac.id</a></p>	

<p><b>Submission of Thesis Final Project</b></p> <p>The submission of Thesis Final Project (<i>TAS</i>) is done online, within the following steps:</p> <ol style="list-style-type: none"> <li>1) Students submit the title of the final thesis through the page <a href="http://bimbingan.uny.ac.id">http://bimbingan.uny.ac.id</a></li> <li>2) Students upload the draft final project proposal (proposal draft form can be downloaded at <a href="http://psosio.fis.uny.ac.id/download">http://psosio.fis.uny.ac.id/download</a>)</li> <li>3) Thesis guide can be download at <a href="http://psosio.fis.uny.ac.id/download">http://psosio.fis.uny.ac.id/download</a></li> </ol>	
<p><b>Online Attendance</b></p> <p>The attendance report used in lectures is in the form of an online attendance list that can only be accessed by the lecturers through the page <a href="http://presensikuliah.uny.ac.id">http://presensikuliah.uny.ac.id</a></p>	

## Student Services



### Internet Access

Students can have free internet access through their UNY email accounts that can be reached through the Single Sign On (SSO) page of <http://sso.uny.ac.id> and Eduroam.



### Library

Students can access the library for supporting their study, in which there are 2 libraries, UNY UPT Library that can be visited on Monday up to Sunday, from 8 am to 6 pm (on weekend, from 9 am to 3 pm) and Library of Faculty of Social Science that is available on Monday up to Friday, from 8 am to 4 pm. The library access can also be reached online through the page of <http://library.uny.ac.id>



Figure 4. UNY UPT Library



Figure 5. Facilities of UNY Library

### Digital Library

Digital Library is a library that is designed digitally, whose all collections utilize a digital format in a computerization architecture. The library, commonly called *Digilib*, is designed to ease students to access theses, dissertations, or journals online. The operational hour of *Digilib* is from Monday up to Sunday, from 7.30 am to 4 pm.





Figure 6. Digital Library of UNY



Figure 7. Computer-based Circulation Room of UNY Digilib

### Laboratory

Sociology Education Study Program has a laboratory that can be accessed by the students for doing any kinds of learning practices, including accessing theses, books, or journals, having a discussion, doing any tasks, or having any student affair activities. Furthermore, several activities that are usually held in the laboratory include learning media designing, library training, and scientific paper writing training. The Sociology laboratory is located at FIS Laboratory building, on the 3<sup>rd</sup> floor.



Figure 8. Laboratory of Sociology Education

### Counseling Guidance

The counseling guidance is done by involving several parties. First, the counseling guidance activity is held with the help of Guidance and Counseling Technical Implementation Unit of Yogyakarta State University (*UPT LBK UNY*). Several programs of counseling guidance that involve students are peer tutoring training, career preparation and development training, psychological preparation training for thesis final project, individual counseling, outbond activities, and psychology tests for students who will graduate as a preparation for entering the workforce.



Second, the counseling guidance activity is done with the help of an Academic Supervisor (*PA*). The activity is divided into two types of service: academic fields and non-academic fields. Academic activities that are regularly done between students and their academic supervisors are Course Selection Form (*KRS*) and other accidental activities that the students experience in their academic matters. Meanwhile, non-academic activities are related to student organization fields (*ormawa*) and other counseling activities about students' personal problems (those that usually affect students' academic activities).

### Language Center

Yogyakarta State University has a Language Development Center (*P2B*) that functions for development, service, training, and collaboration with various agencies inside or outside Yogyakarta State University within the programs related to education and language training. Students can access the language training for several languages such as English, French, German, Indonesian, and Javanese. Moreover, *P2B* also holds language tests such as *PROTEFL*, *ITP TOEFL*, *TOEIC*, *IELTS*, *TEPIC*, *ILLC*, and translation services for academic matters. Further information can be accessed through the page of <http://p2b.lppmp.uny.ac.id>



### Student Activity Unit/*HIMA Dialogi*

As a means of supporting students' activities in organization, academic, or creativity fields, the Association of Sociology Education Students (*HIMA Dialogi*) is created. *HIMA Dialogi* is a student association at the level of study program that is guided by a *HIMA* supervisor with a year position period. *HIMA Dialogi* has 5 divisions including Research, Human Research Development, Student Creativity (*Krisma*), Press and Journalism (*Persjur*), and Community Relations and Student Welfare (*HMKM*). Students can join as *HIMA* personnels at the beginning of the management period. Several programs held by *HIMA* are:

- 1) A national seminar that is held every year,
- 2) A Sociology Olympiad (Sociologic), with students of senior high schools all over Indonesia as the participants, that is held once in 2 years,
- 3) Sociology Teaching, a student activity that provides voluntary education services for the surrounding communities, that is held in approximately 3 months,
- 4) Introduction to Campus Life for New Students (*PKKMB*) at the level of study program, a compulsory activity for new students as a means of campus introduction, specifically at the scope of study program.



Figure 9. Hima Dialogi

### Alumni Association (Fondasi)

The Sociology Education has an alumni association. The alumni association is tiered at the level of study program, faculty and university. The alumni association at the study program level is called *Forum Silaturahmi Alumni Mahasiswa Pendidikan Sosiologi (Fondasi)*, *Ikatan Keluarga Alumni Fakultas Ilmu Sosial (IKA FIS)* at the faculty level, and *Ikatan Keluarga Alumni UNY (IKA UNY)* at the university level.

*Fondasi* as one of the alumni organizations was officially established on January 27th, 2017. The existence of *Fondasi* as an official organization of the Sociology Educations' alumni according to Legal Entity No 11 tanggal 24 Agustus 2017. currently has three fields, namely the alumni forum empowerment field, the human resources field, and the information and networking field. Every student who has graduated from the Sociology Education automatically becomes a member of *Fondasi*, where the management in the organization changes within 3 years in each period. Some *Fondasi* activities which support student and study program activities include donations for academic activities, facility contributions, involvement in student association activities and study programs, and network development through a tracer study program.



Figure 10. Fondasi Cooperation Study Program Activities



Figure 11. One of Fondasi Activities

## Facilities

The Faculty of Social Sciences provides various facilities that students can use to support academic activities as well as the development of interests and talents. Some of these facilities include:

### 1. Library Faculty

The faculty library is one of the facilities owned by the faculty to support student academic activities, both for lecture assignments, journal access, and thesis. The faculty library can be accessed every Monday - Friday from 8:00 to 16:00 WIB. There are a large collection of books, journals, and research results that can be accessed by students.

### 2. PKM Building

To meet the needs of students in implementing various non-academic activities, the Student Activities Center Building is located at FIS UNY. This building consists of 3 floors complete with student organization rooms for each community, worship rooms, canteens, music rooms and discussion rooms. Every student can use this building service at 07.00 until 21.00 WIB.



### 3. Faculty Laboratory

The Faculty of Social Sciences has a laboratory building that contains several laboratories for each study program and also a meeting room that can be used for student activities.

### 4. Hallways and Gazebo

To support student activities outside the classroom, the Faculty of Social Sciences provides public space in the form of gazebos and hallways that can be used for discussions, work on college assignments or for student organizations. This gazebo is equipped with access to electricity and the internet so that it will supports student activities.

### 5. Internet Access

Students can access the internet for free by logging into the Eduroam and YSU pages using each student's email account.

### 6. Free refill for drink

In order to support the environmentally friendly movement and Kemenristekdikti's appeal not to use bottled water, the Faculty of Social Sciences provides access to drinking water in the east building. Students can use it to fill drink bottles with drinking water.

### 7. Canteen and Cooperative (*Koperasi*)

There is a mini food court that provides various types of food and snacks located in the east building which is in the same building as the PKM building. Also, there are student cooperative (*koperasi*) that provide a variety of needs including food.

### 8. Parking Place

The Faculty of Social Sciences has a large parking area to accommodate student vehicles. There are 3 parking lots, namely east parking, western parking, and parking in Pancasila Park.

## Maps of Faculty

The following picture is a map of classrooms for the Sociology Education at the Faculty of Social Sciences.

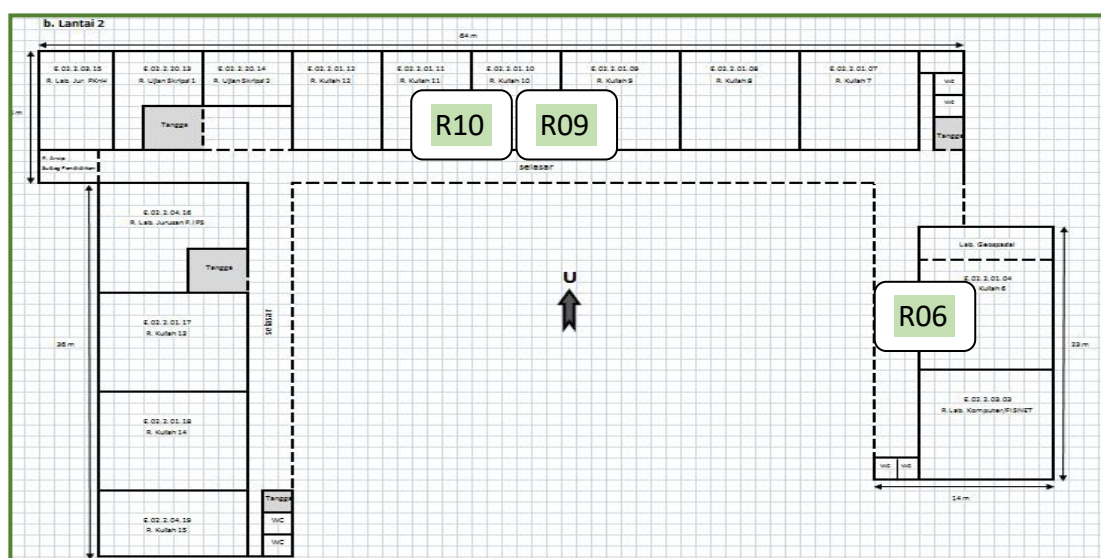


Figure 12. Faculty of Social Sciences' map

**Table 5. List of Sociology Education Room**

Building Name	Room Code	Room Name	Size		Large (m2)	Capacity (chair)	Ratio
E.02 (GEDUNG KULIAH UTARA)	E.02.2.01.04	R. Kuliah 6 (eks G.01.201)	9,50	8,60	81,70	60	1,36
E.02 (GEDUNG KULIAH UTARA)	E.02.2.01.09	R. Kuliah 9 (eks G01.206)	8,00	5,90	47,20	60	0,79
E.02 (GEDUNG KULIAH UTARA)	E.02.2.01.10	R. Kuliah 10 (eks G01.207)	9,00	5,90	53,10	50	1,06

## Safety and Security Procedures

Faculty safety and security procedures can be downloaded via the website <http://fis.uny.ac.id>

## Code of Conduct and Social Ethics in the Academic Environment

### Academic Regulations

Students, as part of the learning process on campus, also need to pay attention to the norms/rules that apply, especially relating to the academic field. Several things covered in academic regulations, for example, are the minimum number of SKS (credit semester system/course credit) at each level of education, the rights and obligations that must be fulfilled by students such as thesis, as well as about the assessment guidelines. A complete student academic regulations can be downloaded on the website <http://psosio.fis.uny.ac.id/download>



### Student code and conduct

Code of conduct is one of the crucial things that must be considered by students while studying in Sociology Education Study Program. This code of conduct includes appropriateness in behaving, both academic and non-academic discipline. A complete student code of conduct can be downloaded on the website <http://psosio.fis.uny.ac.id/download>



### Social Etiquette and Rule of Dress Code

Social etiquette and dress code for Sociology Education students are adjusted to the primary learning outcome, namely as an educator. It makes students not only concerned with the achievement of knowledge but also concentrated on behavior and ethics following the competencies of educators that must be possessed. Skills that must be owned by educators include pedagogical, professional, personal, and social competencies, which must be manifested in behaviors and ways of dressing that reflect an educator. So, sociology education students should also have a look and a personality as prospective educators. Some ethics that need to be considered are related to appearance, manner of behavior, and how to speak (speaking). A complete social etiquette and dress code can be downloaded on the website <http://psosio.fis.uny.ac.id/download>



## Ethics in Sending Messages to Lecturers

One thing which should be noted by students as a form of ethical behavior is the ethics in sending messages to lecturers when they want to meet or request information. Regarding sending messages, especially using cell phones, it is also necessary to have proper communication, so there is a good relationship between lecturers and students. Some ethics that need to be considered when sending messages to lecturers include:

### Time

It should be noted that it is better to send a message to the lecturer during working hours.

### Message

Sending messages also need to pay attention to the content so the recipient (lecturer) can immediately understand the purpose of the message. One of them is to start by introducing yourself first (name and class), then continuing with the needs to be conveyed effectively and ending with greetings.

### Example:

*"Good Afternoon Sir/Mam, I am Dina from Sociology Education 2018 class A. Sorry Sir/Mam if I bother you, Could I meet you at the campus today? I want to consult my thesis as you are my thesis adviser. If it is allowed, what time should I meet you today? Or if I can meet you another day, when should I meet you again Sir/Mam? Thank you and good afternoon".*

## Scholarship

Sociology Education students can access several scholarships available on campus and off campus, for example:

### PPA Scholarship (Improvement of Academic Achievement Scholarship)

This scholarship is a scholarship from the university that can be accessed by students, especially those who have good academic achievements. PPA scholarships are opened every year at the beginning of the new school year and submitted to the faculty.

### BBM Scholarship (Student Aid Scholarship)

This scholarship is a scholarship from the university that can be accessed by students, especially those who have middle to lower economic conditions. BBM scholarships are opened every year at the beginning of the new school year and submitted to the faculty.

### Djarum Plus Scholarship

Djarum Scholarship is scholarship from outside the university that can be accessed by students and it offers financial assistance for one year. This scholarship information can be accessed more fully through the website <https://djarumbeasiswaplus.org/>

### Bank Indonesia Scholarship

Bank Indonesia Scholarship is scholarship originating from outside the university that can be accessed by active students and it offers one year of financial assistance. Scholarship registration usually starts in the middle of the year (around August).



## Living in the Special Region of Yogyakarta



Figure 13. Tugu Jogja

Special Region of Yogyakarta (DIY) is an area in Java, Indonesia which has various nicknames such as Student City, Educational City, Cultural City, Tourism City, Batik City, City of Tolerant, and so on. These nicknames are given because Yogyakarta is an area inhabited by people with various characteristics and cultures that come from various parts of the archipelago and the world. Yogyakarta consists of 5 districts and 1 city, namely Sleman, Bantul, Kulon Progo, Gunungkidul, and Yogyakarta. In DIY, there are various centers of education, art, industry, and so on.

### Social and Cultural Society

Yogyakarta is known as the City of Tolerance, which is one of the consequences of the diversity of Jogja people from various ethnic groups and religions. The diversity is not an obstacle, but it becomes a unifying and peculiarities of Yogyakarta. It has become one of the characteristics of Jogja socio-cultural community, where residents are known to be friendly and welcome to migrants, such as students who come from outside the area. In terms of culture, Jogja is famous for its cultural city that still upholds cultural values, so students can enjoy various sites and activities related to culture. Some examples of cultural sites in Yogyakarta include Keraton (Yogyakarta Palace), several temples such as Prambanan and Sambisari Temples, Museums, and others. While activities related to culture, for example, Sekaten which is held in every Islamic New Year, Yogyakarta Art Festival (FKY), Cultural Kirab, and so forth.

### Cost of Living

The cost of living in Jogja is relatively more affordable than in cities with many other students such as in Semarang, Bandung, and Malang. In Jogja, it serves many places to eat, ranging from the cheapest to the most expensive, such as restaurants in the mall. Some cheapest places to eat for students and existing in every corner of Jogja are *angkringan*, *warmindo*, Padang food stalls, and tent food stalls on the roadside. The price range is very affordable for students, which ranges from IDR 10,000-15,000 per meal. Even some places can offer a meal with the price of IDR 5,000 only.

In Jogja, there are several public transportations that students can use, among others Trans Jogja Bus with a fare of IDR 3,600 per trip, and serves 17 routes to several corners of the city of Jogja (<http://dishub.jogjaprov.go.id/trans-jogja>). In addition, there are also online motorcycle taxis which can be used as a means of transportation of students



with affordable prices. With some description of the cost of food, transportation, and boarding costs, it can be an illustration of the cost of living in Jogja which is among IDR 1,500,000 – IDR 2,000,000.

### **Residence, Boarding House, Dormitory**

For Sociology Education students with the campus area in Karangmalang, there are several options for residential areas around the campus with a distance of less than 2 km. One of the housing options for the student from outside Yogyakarta is a boarding house. For UNY students, several boarding area options can be reached within a short distance. Some of these areas include; (1) Karangmalang is an area to the west of the Faculty of Social Sciences with a range of less than 1 km from the campus, and can be reached on foot. (2) Gang Guru is the street name where there are many boarding houses and is located to the north of the Faculty of Social Sciences with a distance of approximately 500m. (3) Samirono is an area to the east of the UNY campus, and many boarding houses are available with a range of roughly 1 km. (3) Jalan Gejayan is an area to the north of the UNY campus where there are many boarding houses for students with a distance of approximately 1-2 km.

#### **Boarding House**

There are several types of boarding houses for students according to the available facilities. The average price of boarding house for the area around UNY is in the range of IDR 300,000 - IDR 800,000 per month according to the facilities provided. Students can also adjust their payment methods such as monthly, quarterly, or annually. For a standard boarding room, some of available facilities are a bed, a cupboard, and a desk, as well as other supporting facilities such as electricity and a shared kitchen. There are also boarding houses that only provide rooms, so tenants are allowed to bring their own belongings. For more boarding house information relating to prices, facilities, and region, students can visit the page <http://mamikos.com>

#### **Dormitory / Exclusive Boarding House**

The second option taken into consideration for student residence is Dormitory and Exclusive boarding house. As the name implies, this residence option offers more facilities than standard boarding houses. The facilities include a bed, wardrobe, desk, private bathroom, air conditioning, free WIFI, a large parking area, and there are 24-hour guards and CCTV. The price also varies, ranging from IDR 1,000,000 - IDR 1,500,000 per month.

### **Transportation**

As an area inhabited by a variety of people who have diverse needs, Jogja provides excellent public transportation services. Those various services are *Transjogja* Bus, Train, Airplane, Taxi both conventional and online, taxi bike both conventional and online, *Andong*, and Pedicab. The price for those various means of transportation are in accordance with established rules.

**Enjoy Studying in Yogyakarta, Learning with Joyful at Universitas Negeri Yogyakarta**

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