



**MINISTRY OF FOREIGN AFFAIRS
REPUBLIC OF INDONESIA**

**THE 8th PROMOTION OF INDONESIAN LANGUAGE PROGRAM
FOR FOREIGN DIPLOMATS
2013**

**Organized by
Ministry of Foreign Affairs
Republic of Indonesia**

BACKGROUND

The 8th Promotion of Indonesian Language for Foreign Diplomats is intended as a tool to learn Indonesian language and culture and bring together Asia Pacific and other region diplomats to ultimately strengthen the relations of Asia Pacific and other countries. This program has been regularly held since 2005 and totally participated by diplomats.

Indonesian language or Bahasa Indonesia is a unique language. It is different from many languages where the society plays a significant role in its development. Bahasa Indonesia was actually derived from Indonesian young leaders who in 1928 pledged an oath that the 17.508 islands and 435 languages of the territory later called Indonesia, should have one national language, Bahasa Indonesia. This Bahasa is primarily generated from the Malay language of Riau islands. As time passes, many if not all local languages of Indonesia contributed to the contemporary Bahasa Indonesia of today. Nowadays, Bahasa Indonesia is spoken and understood by more than 266 million people.

The Government of the Republic of Indonesia is organizing scholarships for 1 (one) junior Foreign Service officer from Asia Pacific countries and other region to learn Indonesian language and culture. The program will be organized by the Centre for Education and Training, Ministry of Foreign Affairs of the Republic of Indonesia.

PURPOSE

The purposes of the program are:

1. to improve the capacity of the participants to cooperate among themselves;
2. to enhance the knowledge of the participants of other cultural norms as well as values and develop a sense of regional awareness;
3. to ensure the proficiency of the participants in using and communicating in Indonesian language.

PROGRAM

Participants will learn Bahasa Indonesia as well as the practice of Bahasa Indonesia in daily life. Participants will also be introduced to the diversity of Indonesian culture, especially Javanese culture.

Duration:

The duration of the course is 210 hours and will be conducted for about 5 hours/day, on Monday – Friday. The training is planned to be conducted **from 15 July to 13 September 2013**.

Venue:

The course will be conducted in Yogyakarta, Indonesia.

Number of participants: 10 diplomats (1 person from each country)

Each scholarship covers:

1. Tuition fee, including officially programmed trip to places of interest;
2. A round-trip economy-class air tickets for international flights to and from Jakarta (ticket arrangements will be confirmed later);
3. Local transportation to and from Jakarta, Yogyakarta and Makassar;
4. Monthly allowance;
5. Accommodation (board and lodging). All participants will stay at the same place;
6. Accident and health insurances (exclusive of illnesses that have been diagnosed for more than 1 year).

QUALIFICATIONS OF THE CANDIDATES

The candidate for this scholarship must:

1. not be older than 35 years old by 1st July 2013;
2. hold at least a Bachelor degree;
3. be a diplomat with maximum 5 years of working experience;
4. speak English fluently;
5. be nominated by the respective Government;
6. be in good health and not pregnant.

APPLICATION PROCEDURES

Candidates must submit the following:

1. An official nomination letter from the authorized organization
2. Completed application form;
3. Two passport-size recent photographs;
4. A copy of valid passport (at least valid for one year);
5. A medical report from physician or hospital indicated by the Indonesian Embassy declaring the candidate's health;

Completed application form and supporting document should be sent through this email: dskldpusdiklatkemlu@gmail.com

Closing date for application: 20 June 2013

REGULATIONS

Participants must observe the following regulations:

1. Participants should only stay at the places designated by the Indonesian Government.
2. Participants must attend the classes as scheduled in the program. Participants who cannot attend certain class because of health / physical condition must submit a physician's note.
3. Participant who wishes to extend his/her stay in Indonesia after the end of the training period may do so under his/her own responsibility and on his/her own expenses, including the return flight if other than the designated flight and schedule.
4. Participants should be aware of the maximum accepted weight of baggage to be carried on international flights is 20 kilograms. Any cost for exceeding weight limit will be the responsibility of the participants.
5. Participants are not allowed to bring any family members to Indonesia during the training period.

A copy of the completed application form and other documents should be submitted to:

Centre for Education and Training (CET)
Ministry of Foreign Affairs of the Republic of Indonesia
Jl. Sisingamangaraja No. 73
Jakarta Selatan, Indonesia
Phone : (62 – 21) – 725 0008 ext. 8686 or 8689
Fax : (62 – 21) – 739 5746
E-mail : dskldpusdiklatkemlu@gmail.com

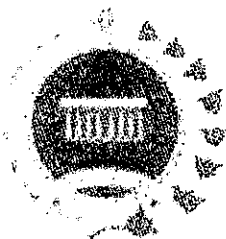
The original completed application form and other documents should be sent to the Indonesian representative office.

TENTATIVE PROGRAM
THE 8th PROMOTION OF INDONESIAN LANGUAGE FOR FOREIGN DIPLOMATS
JULY 15 - SEPTEMBER 13, 2013

No	Date	Time	Activities	Venue	Note
1	Sunday, 15 July	Vary	Arrival of Participants	International Airport Soekarno-Hatta, Jakarta	Picked up by Event Organizers (EO) and CET Staff
2	Monday, 16 July	10.00 - 10.30	Stand by	Hotel Lobby	Participants permanently living in Jakarta can directly come to the CET of MoFA at Senayan
		10.30 - 11.00	Leave for the Centre for Education and Training (CET) Ministry of Foreign Affairs		Dress Code : Business Attire
		11.00 - 12.30	Opening Ceremony and Luncheon	CET of MoFA Jalan Sisingamangaraja No. 73, Kebayoran Baru, Jakarta Selatan	Attended also by officials of the respected representatives in Jakarta
		12.30 - 13.00	Return to Hotel/ City Tour Preparation		
		13.00 - 18.30	Jakarta City Tour	TMI and Jakarta Old Town	Dress Code : Casual
		18.30 - 20.00	Dinner	Café Batavia	
		20.00	Free time		
3	Tuesday, 17 July	08.00 - 09.00	Check-out and Leave for Soekarno-Hatta Airport	Hotel Lobby	CET Staff
		10.00 - 11.30	Travel to Yogyakarta		
		12.00 - 12.30	Check-in at the Hotel in Yogyakarta		
		12.30 - 13.30	Lunch	Hotel	
		13.30 - 15.00	Briefing for Opening	Meeting Room	Language

No	Date	Time	Activities	Venue	Note
			Ceremony	at the Hotel	Training Provider and Hotel Management
		15.00 - 18.00	Tour of the facilities	Language Training Provider and Hotel	Language Training Provider and Hotel Management
		18.00 - 20.00	Dinner	Hotel	
4	Wednesday, 18 July 2012 up to Saturday, 8 September 2012 Indonesian Language Course Language Training Provider				Language Training Provider
5	Sunday, 9 September 2012	18.30 - 20.00	Closing Ceremony	Language Training Provider	Language Training Provider
6	Monday, 10 September 2012	08.00	Check-out, leave for Makassar		EO
		09.00 - 15.00	Estimated Time of Arrival	International Airport, Makassar	EO
		15.30 - 16.00	Hotel Check-in	Hotel (name of the hotel will be confirmed later)	
		18.00 - 20.00	Dinner		
7	Tuesday, 11-14 September 2012	-	Makassar Cultural Tour		
8	Friday, 14 September 2012	12.00-13.30	Travel to Jakarta		
		14.00-15.00	Arrive at Jakarta and Check in Hotel		
		15.00 - onward	Free time		
9	Saturday, 15 September 2012	-	Free time		

No	Date	Time	Activities	Venue	Note
10	Sunday, 16 September 2012	Vary	Check-out Departure Participants	of International Airport Soekarno- Hatta, Jakarta	EO



CENTRE FOR EDUCATION AND TRAINING
MINISTRY OF FOREIGN AFFAIRS
REPUBLIC OF INDONESIA

Jl. Sisingamangaraja No. 73
Jakarta - INDONESIA
Telephone: (62-21) 7250008; Facsimile (62-21) 7395746

APPLICATION FORM
The 8th Promotion of Indonesian Language for Foreign Diplomats
July-September 2013

Instructions:

1. Application form should be neatly handwritten in BLOCK LETTERS and BLACK INK.
2. If you need more space, attach additional pages of the same size.
3. Please attach 'health certificate' stating that you are fit to follow the program.
4. Please submit two copies of the complete and duly signed application form to the Indonesian Embassy/Diplomatic Representative in the accredited countries and/or to your Embassy in Jakarta. Deadline of application is not later than **June 20th, 2013.**

PERSONAL DETAILS

Title Mr. Mrs. Ms.

Family Name
(as shown in passport) _____

Given Names
(as shown in passport) _____

Sex Male Female

Marital status Single Married

Nationality _____

Date of Birth _____
(YYYY) (MM) (DD)

Please attach your
current
photograph here
(Size 3 x 4 cm)

Current Home Address

Address _____

City/Town _____ Postal code _____

Province/State _____ Country _____

Telephone number () _____ Fax number () _____

E-mail address _____

Current Work Address

Address _____

City/Town _____ Postal code _____

Province/State _____ Country _____

Telephone number () _____ Fax number () _____

E-mail address _____

HEALTH & MEDICAL RECORD

Medical History

Are you now, or have you ever been treated for any of the following:

Yes	No	Condition	Explain
		Asthma	
		Diabetes	
		Hypertension (high blood pressure)	
		Heart Disease	
		Stroke/TIA	
		Ear/Sinus Problems	
		Muscular/ Skeletal condition	
		Psychiatric/ psychological and emotional difficulties	
		Learning disorders (i.e., ADHD, ADD)	
		Bleeding disorders	
		Fainting spells	
		Thyroid disease	
		Sickle cell disease	
		Seizures	
		Sleep disorders	
		GI problems (i.e., abdominal, digestive)	

		Surgery	
		Serious injury	
		Others	

Allergies or Reaction to:

Do you have any allergies or reaction for any of the following:

Medication : _____

Food : _____

Plants /insect bites : _____

Medication:

List all medication currently used. Inhalers and EpiPen information must be included, if they are occasional or emergency use only. (If additional space is needed, please photocopy this part of the health form.)

Medication _____	Medication _____
Strength _____ Frequency _____	Strength _____ Frequency _____
Reason for medication _____	Reason for medication _____
Approximate date started _____	Approximate date started _____
Temporary <input type="checkbox"/> Permanent <input type="checkbox"/>	Temporary <input type="checkbox"/> Permanent <input type="checkbox"/>

In case of emergency, notify:

Full name : _____

Relationship : _____

Address : _____

Phone number : _____

EMPLOYMENT RECORD

Name and address of organization	Period of Employment (year & month)	Division/ Section	Position	Type of Work
	From: To:			
	From: To:			
	From: To:			

EDUCATIONAL BACKGROUND

Name and address of Institution	Subject of study	Period of study (year & month)	Degree obtained
		From: To:	
		From: To:	

First language (mother tongue): _____

Foreign language proficiency

English Excellent Good Fair Poor
 _____ Excellent Good Fair Poor
 _____ Excellent Good Fair Poor
 _____ Excellent Good Fair Poor

Experience of learning Bahasa Indonesia

- None
 Yes

If Yes, please fill in the following:

Institution	Period	Proficiency
	(mm/yyyy) - (mm/yyyy)	
		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Previous stay in Indonesia (period, purpose, grants awarded, if any)

Please answer the following questions:

Reason of joining this diplomatic training.

What do you expect to acquire through this training?

GOVERNMENT AUTHORISATION

To be filled in and signed by an authorized official of the Ministry of Foreign affairs

I certify that all information provided by the candidate is correct and complete, and the candidate is eligible to join the abovementioned 8th Promotion of Indonesian Language for Foreign Diplomats held by the Centre for Education and Training (CET) in Indonesia.

Authorized representative of the Government

Name : _____

Position/Title : _____

Signature : _____

Name of the organization : _____

Official address : _____

Date of application : _____

Applicant's signature : _____

Applicant's name : _____

