Jakarta, July 23, 2026

No. : 007/UPH-Fest2026/VII/2026
Subject: Information Regarding UPH Festival 2026

To:
New Students of the 2026/2027 Academic Year
Universitas Pelita Harapan

Shalom,

Welcome to the Universitas Pelita Harapan family. It is my great pleasure to welcome you as the newest members of the UPH community. As you begin this new chapter, I hope your years at UPH will be a meaningful journey of learning, discovery, growth, and transformation.

Your journey begins with UPH Festival 2026, our official orientation program for all new students. This year's theme, IMAGO DEI, *Image and Likeness of God*, invites you to reflect on who you are, the purpose for which you were created, and how your gifts can be developed to serve others and contribute meaningfully to the world.

To help you prepare for the start of your academic journey, this letter provides important information regarding:

A. UPH Festival 2026
B. Re-registration
C. Student IT Starter Kit
D. Academic Information
E. Limited-Edition Founder's 5k Run Jersey Order

Please read the following information carefully and complete the necessary preparations.

On behalf of the entire UPH community, once again, welcome to Universitas Pelita Harapan. We look forward to seeing you learn, grow, and flourish as part of our community. May God guide and bless you as you begin this new journey.

Sincerely,

Dr. (Hon.) Jonathan L. Parapak, M.
Rector Universitas Pelita Harapan

A. UPH FESTIVAL 2026
INFORMATION FOR NEW STUDENTS
Working Professional Class & Online Learning Programs

UPH Festival is an orientation program organized by Universitas Pelita Harapan (UPH) to welcome and prepare new students of the 2026/2027 Academic Year before they begin their university studies.

In general, students enrolled in the Working Professional Class and Online Learning Programs will participate in UPH Festival through recorded learning modules available on the UPH Learning Management System (E-Learning). The only exception is the Faculty Fellowship, which students are required to attend according to the schedule determined by their respective faculties.

Faculty Fellowship Schedule

No	Faculty	Study Program	Date	Time (WIB)	Format
1	Faculty of Social and Political Sciences	Online Learning – Communication Studies (Strategic Digital Marketing Communication / Strategic Digital Corporate Communication)	Saturday, August 15, 2026	7:30 a.m.–5:00 p.m.	Hybrid
2	Faculty of Social and Political Sciences	International Relations	Saturday, August 15, 2026	1:30–4:00 p.m.	Onsite
3	Faculty of Science and Technology	Industrial Engineering	Friday, August 14, 2026	6:30–8:00 p.m.	Online
4	Faculty of Science and Technology	Electrical Engineering	Friday, August 14, 2026	6:30–8:00 p.m.	Online
5	FAIDAS	Informatics	Friday, August 14, 2026	7:00–9:00 p.m.	Online
6	FAIDAS	Information Systems	Friday, August 14, 2026	7:00–9:00 p.m.	Online

7	Faculty of Psychology	Psychology	Friday, August 14, 2026	1:00–3:00 p.m.	Onsite
8	Faculty of Law	Law	Saturday, August 15, 2026	1:30–4:00 p.m.	Onsite
9	Faculty of Business	Accounting and Management	Saturday, August 15, 2026	3:00–5:00 p.m.	Online
10	Faculty of Design	Visual Communication Design (DKV)	Friday, August 14, 2026	7:00–9:00 p.m.	Online
11	Faculty of Music	Music Education & Music Therapy	Monday, August 11, 2026	6:30–8:00 p.m.	Online
12	Faculty of Health Sciences	Diploma III in Pharmacy	Friday, August 14, 2026	8:50–11:45 a.m.	Onsite
13	Faculty of Nursing	Nursing	Thursday, August 13, 2026	8:00 a.m.–4:00 p.m.	Online

Rules and Regulations

1. In accordance with Rector's Decree No. 196/SKR-UPH/XII/2014, participation in all UPH Festival 2026 activities is **mandatory** for every new student of Universitas Pelita Harapan for the 2026/2027 Academic Year. Students who do not participate in UPH Festival 2026 will be required to complete the program during the following academic year.
2. Participation in UPH Festival is one of the University's graduation requirements and must be fulfilled before students are eligible for graduation clearance (Yudisium) and the graduation ceremony.

Parents Talkshow* and *Parents Gathering

Parents and guardians are warmly invited to participate in the following events:

1. The ***Parents Talkshow,*** which will be conducted online via Zoom. This session is designed to equip parents with practical insights and guidance as they accompany their children through the transition from senior high school to university life. During this transition, students are expected to develop greater independence while adapting to new academic, social, and emotional responsibilities. At the same time, parents begin a new phase as they gradually entrust their children with greater independence and responsibility. The Parents Talkshow also provides an opportunity for reflection on how parents can continue nurturing their children in True Knowledge, Faith in Christ, and Godly Character throughout this important season of life. This event is scheduled on:

Date: Saturday, August 8, 2026
Time: 10:00–11:30 a.m. (WIB)

Parents may register through: https://go.uph.edu/parentsevents2026

2. *The **Parents Gathering,*** which provides an opportunity for parents and guardians to meet the Founder and the leadership of Universitas Pelita Harapan as partners in their children's educational journey.

   Schedule

   Date: Saturday, August 15, 2026
   Time: 3:30–5:30 p.m. (WIB)
   Venue: Grand Chapel, Universitas Pelita Harapan, Lippo Village

   Parents residing within the Greater Jakarta area (Jabodetabek) are encouraged to attend in person. Parents residing outside Jabodetabek may participate online via Zoom.

   Registration: https://go.uph.edu/parentsevents2026

B. RE-REGISTRATION

Re-registration is the process through which newly admitted students submit the required registration documents to Universitas Pelita Harapan. After being admitted to Universitas Pelita Harapan Lippo Village with **Matriculation (MATR)** status, all new students are required to complete the re-registration process by uploading the required documents through the **ONE UPH Portal** at **https://one.uph.edu**.

Detailed instructions regarding re-registration will be sent to the personal email address used during the admission process.

Re-registration Documents that are required to be uploaded:

1. Indonesian Citizens:

a) A color scanned copy of the student's Electronic Identity Card (e-KTP).
b) A color scanned copy of the Family Card (Kartu Keluarga).
c) A color scanned copy of the Birth Certificate.
d) A color scanned copy of one of the following educational certificates, as applicable:
   a. Senior High School Diploma (SMA)
   b. Vocational High School Diploma (SMK)
   c. Diploma Certificate
   d. Package C Certificate
   e. Official Certificate of Educational Equivalency
e) A passport-style photograph taken at a professional photo studio with: blue background; and white collared shirt.
f) A signed color scanned copy of the Student Code of Conduct and Code of Ethics, which may be downloaded from: https://tinyurl.com/Tata-Tertib-UPH.
g) A signed color scanned copy of the Student Biodata Form (F.021), available at: https://bit.ly/Form-021-Student-Biodata. The form must be completed in full using a computer so that all information is clearly legible. If exceptional circumstances require the form to be completed by hand, please write in clear BLOCK CAPITAL LETTERS.

2. International Students:

a) A color scanned copy of a Limited Stay Permit (KITAS) or Permanent Stay Permit (KITAP).
b) A color scanned copy of the Study Permit.
c) A passport-style photograph taken at a professional photo studio with a blue background and a white-collared shirt.
d) A signed color scanned copy of the Student Code of Conduct and Code of Ethics, available at: https://tinyurl.com/Tata-Tertib-UPH
e) A signed color scanned copy of the Student Biodata Form (F.021), available at: https://bit.ly/Form-021-Student-Biodata. The form must be completed electronically whenever possible. If a handwritten submission is necessary, please use clear BLOCK CAPITAL LETTERS.

Submission Deadlines

1. All required re-registration documents must be uploaded through the **ONE UPH Portal** (https://one.uph.edu) no later than the deadline specified in the student's admission email.
2. Students who are still in the process of obtaining one of the following documents may upload it no later than July 30, 2027:
    - Senior High School Diploma (SMA/SMK)
    - Package C Certificate
    - Foreign Diploma Equivalency Certificate
    - International High School Diploma

Important Notes

- Students who have not yet received their diploma do not need to upload a Graduation Statement Letter (SKL) as a substitute.
- The official diploma may be uploaded once it has been issued, provided it is submitted no later than July 30, 2027.
- Students enrolling in professional degree programs must already possess a Diploma IV or Bachelor's Degree at the time of admission.

Document Requirements Before Uploading

1. Documents are scanned clearly using a scanner. Photographs taken with mobile phones or scanning applications (such as CamScanner) are not acceptable.
2. Files must be submitted in either JPG or PDF
3. Each file must be named according to the corresponding document type indicated in the portal.
4. Documents that are tilted, upside down, blurred, illegible, or incorrectly named will be rejected and must be uploaded again.
5. All uploaded documents will be reviewed and verified through the ONE UPH Portal (https://one.uph.edu).
6. If your documents have not yet been verified, please send the following information to registrar@uph.edu: Student ID Number (NPM), Full Name, Study Program

How to Upload Your Documents

1. Visit: https://one.uph.edu
2. Log in using the email address registered during the UPH admission process.
3. Select "Pay Next Installment." Scroll to the bottom of the page and click "Continue."
4. On the “Re-registration Information” page:
    a. Complete the Address Information section.
    b. Complete the Education Information section.
    c. Click Continue.
    d. Enter your National Student Identification Number (NISN).
    e. Click Save & Continue.
    f. Continue selecting Continue and Save & Continue until all required information has been completed.
5. When the confirmation window "Are you sure?" appears, click "Data Correct."
6. Upload all required files under “Administration Document”

7. If the status "Preview" appears, your documents have been uploaded successfully and are awaiting verification by the Registrar Office.
8. If the status "Need Submission" appears, the document must be uploaded again because it does not yet meet the submission requirements.

Important Information for Students

Please note the following:

1. In accordance with national regulations governing higher education admissions, all university students must have successfully completed senior secondary education or an equivalent qualification, as evidenced by the appropriate official academic credentials. Accordingly, students are required to upload educational documents corresponding to the highest qualification used for admission. Students who graduated from Senior High School (SMA/SMK) are required to upload a color scanned copy of their Senior High School Diploma, Vocational High School Diploma, Package C Certificate, or Certificate of Educational Equivalency, as applicable. Students who graduated from a Diploma III program are required to upload color scanned copies of their Diploma III Certificate and Academic Transcript. Students enrolling in a Professional Program are required to upload a color scanned copy of their Diploma IV or Bachelor's Degree Certificate.
2. Students are responsible for ensuring that all student and parent/guardian information entered into the ONE UPH Portal (**https://one.uph.edu**) is complete and accurate. Please review all information carefully before submission, as the data may only be submitted once.
3. In accordance with Presidential Regulation No. 39 of 2019 concerning One Data Indonesia, students' names must exactly match those shown on their Electronic Identity Card (e-KTP). For international students, names must exactly match those shown in their passports.
4. All required re-registration documents must be uploaded in accordance with the specified requirements and deadlines. Late or incomplete submissions may delay reporting to the Indonesian Higher Education Database **(**PDDikti**)** and may result in restrictions on course registration (block enrollment) in subsequent semesters.
5. New students are required to provide complete and accurate contact information, including:
    - Student email address
    - Student mobile phone number
    - Father's email address
    - Father's mobile phone number
    - Mother's email address
    - Mother's mobile phone number

Further Information

For further assistance regarding re-registration administration, please contact:

Registrar Office

WhatsApp: 0852-8179-0520

Email: registrar@uph.edu

C. STUDENT IT STARTER KIT

1. The IT Starter Kit is a collection of information technology services and facilities provided by the Information Technology Directorate (ITD) to all UPH students throughout their period of study. The IT Starter Kit includes the following:
   - UPH Student Card (UPH Card)
   - Microsoft Office 365 Account, including:
     1. Official UPH email account (@student.uph.edu)
     2. Parent email account (@parent.uph.edu)
     3. UPH Mobile application
     4. Licensed Microsoft Office 365 applications
     5. OneDrive cloud storage
     6. Microsoft learning support services
   - UPH Learning Management System (LMS)
   - UPH Academic System
   - Wireless Internet (Wi-Fi) Access
   - Adobe Creative Cloud Account (available exclusively to students of the Faculty of Design and Communication Science Program, Faculty of Social and Political Sciences)
2. Comprehensive information regarding the use of the following services (UPH Card, UPH Email, UPH Academic System, UPH Learning Management System (LMS), Wi-Fi Access) is available through the ITD Mentee Website: https://mentee-itd.uph.edu
3. The Service Desk will process the printing of each student's UPH Card after: the student has been officially registered as an active student in the University system, and the passport photograph submitted through the online re-registration process has been verified by the Registrar Office via https://one.uph.edu/
4. Collection of the IT Starter Kit (UPH *Card* and Student Account Information)
   - Account credentials and login information will be sent to each student's personal email address that was registered during the admission process. Distribution of account information will begin in June 2026.
   - The list of students whose UPH Cards are ready for collection will be published and updated regularly on the ITD Mentee Website: https://mentee-itd.uph.edu. Students are encouraged to check the website before visiting the Service Desk.
   - UPH Cards may be collected beginning **July 6, 2026**, at:
     Service Desk
     UPH Building F, 3rd Floor, Room 305
     Collection Hours:
     Monday, Tuesday, Thursday
     08:00 a.m. – 3:30 p.m. WIB
     Wednesday & Friday
     09:30 a.m. – 3:30 p.m. WIB
     Students must present either:
     - a valid personal identification document; or
     - their profile in the UPH Mobile application.

     If the collection is authorized to another person, the representative must bring:

- a photocopy of the student's identification card; and
- a photocopy of the representative's identification card.

For selected Working Professional Class programs, UPH Cards will be distributed through the respective Faculty Administrative Office

For assistance regarding IT Starter Kit services, please contact the **Service Desk** at:

Universitas Pelita Harapan
Building F, 3rd Floor, Room 305
Jl. M.H. Thamrin Boulevard
Tangerang, Banten 15811
Telephone:
(021) 5470901 ext. 1888
Email: service.desk@uph.edu

D. ACADEMIC INFORMATION

Classes for the Odd Semester of the 2026/2027 Academic Year will begin on Tuesday, August 18, 2026. Students may access their class schedules through OPCS or obtain additional information from their respective Faculty Administrative Office:

Working Professional Class & Online Learning Programs			
No.	**Study Program**	**Administrative Email**	**WhatsApp**
1.	Accounting	akuntansi.kkbs@uph.edu	081214142743
2.	Management	manajemen.kkbs@uph.edu	081213227543
3.	Online Learning – Communication Studies	pjjilkom@uph.edu	082125997614
4.	International Relations (Working Professional Class)	hi.uph@uph.edu	082373985969
5.	Law	kelas.karyawan@uph.edu	082299799880
6.	Informatics	riris.silaban@uph.edu	082210455447
7.	Information Systems	riris.silaban@uph.edu	082210455447
8.	Electrical Engineering	cbt.fast@uph.edu	-
9.	Industrial Engineering	cbt.fast@uph.edu	-
10.	Tourism	cbt.fpar@uph.edu	-
11.	Hotel Management	helena.fitriani@uph.edu	0813-1807-3064
12.	Music	musik@uph.edu	0858-8217-2965
13.	Visual Communication Design	kelas.karyawan@uph.edu	082299799880
14.	Psychology	adm.psikologi@uph.edu	-
15.	Nursing	FacultyOfNursingFoN@uph.edu	-

E. LIMITED-EDITION FOUNDER'S 5K RUN JERSEY ORDER

To celebrate the Founder's 5K Run – UPH Festival 2026, new students have the opportunity to join this event and also order the Limited-Edition Founder's 5K Run Jersey.

Students who are interested may access the order information and form through the following link: https://bit.ly/OrderJerseyUPH5K

Students are requested to complete the order form accurately and in full, including confirming the selected jersey size before submitting the form. Information regarding the price, payment method, order deadline, and jersey collection procedure is available in the order form.

For UPH students, jersey collection will be available as follows:

Date: August 10–14, 2026
Time: 9:00 a.m.–3:00 p.m. WIB
Location: Food Hall Junction, in front of the Ayam Raos Seuhah stall

The jerseys are available in limited quantities. Therefore, students are encouraged to place their orders within the specified ordering period and collect their jerseys according to the schedule and location stated above.