A Guide to

Claim Your
SSO UGM Account

I. Make Sure to *Sign Up*

a

Open the link below

https://simaster.ugm.ac.id/portal/registrasi/view

SIMASTER UGM
Universitas Gadjah Mada
Universitas Gadjah Mada

Pilih Bahasa ▼

Registrasi

① Periode Jalur   ② Login

Periode Jalur

Pascasarjana (Graduate Degree)

Tanpa Gelar (Non Degree)

Profesi (Professional Degree)

Sarjana (Undergraduate Degree)

Selanjutnya ▶

Back — Alt+Left Arrow
Forward — Alt+Right Arrow
Reload — Ctrl+R
Save as... — Ctrl+S
Print... — Ctrl+P
Cast...
Translate to English
View page source — Ctrl+U
Inspect — Ctrl+Shift+I

b
Important Note: Because the instruction and information using Bahasa and English, for quick solve, you can change them into English with click right mouse button then choose 'Translate to English'.

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A Guide to
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II. *Registration*

Periode Jalur

Pascasarjana (Graduate Degree)

Tanpa Gelar (Non Degree)

○ Registration for Non-Degree International Students January 2025
(Asing Non Degree)

● Registration for Non-Degree International Students February 2025
(Asing Non Degree)

○ Registration for Non-Degree International Students December 2024
(Asing Non Degree)

○ Registration for Non-Degree International Students November 2024
(Asing Non Degree)

○ Registration for Non-Degree International Students September 2024
(Asing Non Degree)

○ Registration for Non-Degree International Students October 2024
(Asing Non Degree)

○ Registrasi Program Pertukaran Mahasiswa Mandiri Semester Gasal TA
2024/2025 **(UM MBKM)**

○ Registration for Non-Degree International Students July 2024 **(Asing Non Degree)**

○ Registration for Non-Degree International Students August 2024
(Asing Non Degree)

○ Registration for Non-Degree International Students Spring 2023
(Asing Non Degree)

ⓐ Choose the option below
For Exchange and INCULS Students:

Registration for Non-Degree International Students February 2025

ⓑ Click *"Selanjutnya"*

Selanjutnya ▶

III. *Registration* (2)

a Fill *the Email Section* with the email address you use in signing up to the admission system.

b Fill *the NomorPendaftaran* with a registration number in your Letter of Acceptance or Letter of Offer.

c Fill *the TanggalLahir* with your Date of Birth.

Registrasi

① Periode Jalur   ② Login

Isikan email, nomor pendaftaran, dan tanggal lahir sesuai isian pada akun pendaftaran lalu klik tombol kirim kode. Lihat kode di email Saudara, kemudian isikan di field "Kode".

Periode Jalur

Registration for Degree Program GENAP 2022

Email *

Email *

Nomor Pendaftaran *

Nomor Pendaftaran *

Tanggal Lahir *

Tanggal Lahir *

Kirim Kode ▸

Kode *

Kode Verifikasi

d Click " *Kirim Kode"*

Kirim Kode ▸

A code will be sent to your email address.

e Fill *the Kode* with the code you get from the email.
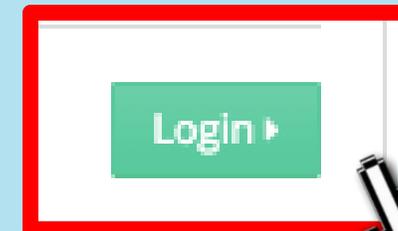
Login ▸

Click " *Login"*

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MoU/MoA
https://www.dropbox.com/home

APAN

🟠 menunjukkan tahapan belum dilakukan.
🟢 menunjukkan tahapan sudah diselesaikan.
🔴 menunjukkan tahapan belum dapat dilakukan.
🔵 menunjukkan tahapan informasi.

➡️ Keluar dari Aplikasi

Registration for Degree Program GENAP 2022

1 Biodata

Jadwal : *11 Januari 2023 09:01 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

📅 Perubahan terakhir dilakukan pada *Rabu, 11 Januari 2023 09:18* | Arliya Khehang (202270026416)

2 Konfirmasi Pembayaran

Jadwal : *11 Januari 2023 09:02 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

3 Klaim Akun UGM

Jadwal : *11 Januari 2023 09:02 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

IV. *Registration* (3)

Important Note:
This section consist of 3 steps. All steps should be completed in order to successfully claim the SSO UGM Account.

Biodata

Click "Biodata"

V. *Registration* (4)

a *You will be directed to this form*

Fill allthe available section.

SIMASTER.UGM

Biodata / *Biodata*

Identitas

Nama *Name*	Arliya Khehang
Angkatan *Batch*	2022
Nomor Peserta *Participant Number*	202270026416
Program Studi *Study Program*	MAGISTER MANAJEMEN
NIK *Passport Number*	WNA-AC3041169
Passport *Passport Number*	AC3041169
Jalur Masuk *Admission Path*	Asing Degree

Data Pribadi

Nama Sesuai Ijazah * *Full Name as Stated in Graduation Diploma*	Arliya Khehang
Nama Sesuai KTP * *Full Name as Stated in Passport*	
Provinsi Tempat Lahir * *Place of Birth - Province*	Lain-lain
Kabupaten Tempat Lahir * *Place of Birth - Regency*	Kabupaten/Kota Lain-lain

a
Fill *Nama SesuaiIjazah* with your name stated in your passport.

b
Fill *Nama SesuaiKTP* with your name stated in your passport.

c
Chose "LuarNegeri" on section *Provinsi Tempat Lahir*.

d
Chose "Kabupaten/Kota Lain-Lain" on section *Kabupaten Tempat Lahir.*

e
Fill *TempatLahir Sesuai Ijazah* with the place of birth stated in your passport.

f
Fill *TempatLahir Sesuai KTP* with the place of birth stated in your passport.

g
Chose your Blood Type in section *Golongan Darah.*

Data Pribadi

Nama Sesuai Ijazah * *Full Name as Stated in Graduation Diploma*	Arliya Khehang
Nama Sesuai KTP * *Full Name as Stated in Passport*	
Provinsi Tempat Lahir * *Place of Birth - Province*	Lain-lain
Kabupaten Tempat Lahir * *Place of Birth - Regency*	Kabupaten/Kota Lain-lain
Tempat Lahir Sesuai Ijazah * *Place of Birth as Stated in Previous Graduation Diploma*	Loei
Tempat Lahir KTP * *Place of Birth as Stated in Passport (only for foreign student)*	
Golongan Darah * *Blood Type*	--Pilih--
NIU Lama *Previous UGM Registration Number*	Khusus bagi alumni atau mahasiswa UGM.
Alamat Asal * *Permanent Address*	5/7 Phiphatmongkol Soi 1
Provinsi Asal * *Province*	Lain-lain
Kabupaten Asal * *Regency*	Kabupaten/Kota Lain-lain
Negara Asal * *Country of Origin*	Thailand, Kingdom of

h

Fill *NIU Lama* with "0" if you new student of UGM or fill with your previous NIU if you have graduated from UGM before. your name stated in your passport.

i

Fill *Alamat Asal* with your domicile address.

j

Chose "Lain-lain" on section *Provinsi Asal*.

k

Chose "Kabupaten/Kota Lain-Lain" on section *Kabupaten Asal.*

l

Chose your Country of Origin on section *Negara Asal.*

Data Pribadi

Nama Sesuai Ijazah *	Arliya Khehang
Full Name as Stated in Graduation Diploma	
Nama Sesuai KTP *	
Full Name as Stated in Passport	
Provinsi Tempat Lahir *	Lain-lain
Place of Birth - Province	
Kabupaten Tempat Lahir *	Kabupaten/Kota Lain-lain
Place of Birth - Regency	
Tempat Lahir Sesuai Ijazah *	Loei
Place of Birth as Stated in Previous Graduation Diploma	
Tempat Lahir KTP *	
Place of Birth as Stated in Passport (only for foreign student)	
Golongan Darah *	--Pilih--
Blood Type	
NIU Lama	
Previous UGM Registration Number	Khusus bagi alumni atau mahasiswa UGM.
Alamat Asal *	5/7 Phiphatmongkol Soi 1
Permanent Address	
Provinsi Asal *	Lain-lain
Province	
Kabupaten Asal *	Kabupaten/Kota Lain-lain
Regency	
Negara Asal *	Thailand, Kingdom of
Country of Origin	

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Fill *Kode Pos* with your domicile postal code.

Fill *No Telp* with your Telephone Number

Chose *"Lain-lain"* on section *Status Rumah*.

Fill *Negara Kewarganegaraan* with your citizenship.

Chose your Religion or Faith on section *Agama* If you prefer not to mention it, please chose *"Lainnya"*

Chose *"Belum Menikah"* on section *Status Pernikahan*.

Kode Pos *
Postcode
22303
Silakan isikan "0" apabila tidak mengetahu

No.Telp *
Telephone Number
491636282799

Status Rumah *
Housing Status
--Pilih--

Negara Kewarganegaraan *
Citizenship
Germany

Agama *
Religion
--Pilih--

Status Pernikahan*
Marital Status
--Pilih--

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Data Keluarga
Family Information

Fill *Nama Ayah* with your Father's Name stated on passport or legal ID.

Fill *NIK Ayah* with your Father's Passport Number or if don't have please fill "0"

Fill *NPWP Ayah* with "0"

Fill *Tgl Lahir Ayah* with Date of Birth of your father.

Fill *Alamat Ayah, Kode Pos Ayah* with the domicile address and postal code of your father.

Chose *"Luar Negeri"* on section *Provinsi Ayah*

Chose "Kabupaten/Kota Lain-Lain" on section *Kabupaten Ayah.*

Fill *No Telp Ayah* with your father's phone number

Chose "Tidak Terdaftar" on section *Pendidikan Ayah*

Nama Ayah *
Father's Name

NIK Ayah *
Passport Number
Apabila telah meninggal dunia, silakan di isi "0"

NPWP Ayah *
Indonesian Tax Identification Number
Apabila tidak mempunyai NPWP, silakan di isi "0"

Tgl Lahir Ayah *
Date of Birth

Alamat Ayah (Domisili) *
Address
Apabila telah meninggal dunia, silakan di isi "-"

Kode Pos Ayah (Domisili) *
Postcode

Provinsi Ayah (Domisili)*
Province
--Pilih--
Apabila telah meninggal dunia, silakan di isi alamat semasa hidup.

Kabupaten Ayah (Domisili)*
Regency
--Pilih--
Apabila telah meninggal dunia, silakan di isi alamat semasa hidup.

No.Telp Ayah *
Telephone Number
Apabila telah meninggal dunia, silakan di isi "-"

Pendidikan Ayah *
Educational Status
--Pilih--

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h

Chose *"Lain-lain"* on section *Pekerjaan Ayah*

i

Fill *PenghasilanPokok Ayah* with your Father's Salary or if you prefer not to mention, please fill "0"

j

Fill *Penghasilan Tambahan/TunjanganAyah* with "-"

k

Fill*Nama Ibu* with your Mother's Name stated on passport or legal ID.

k

Fill *NIK Ibu* with your Mother's Passport Number or if don't have please fill "0"

l

Fill *NPWP Ibu* with "0"

m

Fill *TglLahir Ibu* with Date of Birth of your Mother.

n

Chose *"Lain-lain"* on section *Pekerjaan Ibu*

o

Fill *PenghasilanPokokIbu*

with your Mother's Salary or if you prefer not to mention, please fill "0"

p

Fill *Penghasilan Tambahan/TunjanganIbu* with "-"

Pekerjaan Ayah * *Occupation*	--Pilih--
Penghasilan Pokok Ayah * *Salary*	*Penghasilan kotor ayah*
Penghasilan Tambahan/Tunjangan Ayah * *Additional Salary*	*Apabila tidak ada, silakan di isi "-"*
Nama Ibu * *Mother's Name*	
NIK Ibu * *Natoinal Identity Number*	*Apabila telah meninggal dunia, silakan di isi "0"*
NPWP Ibu * *Indonesian Tax Identification Number*	*Apabila tidak mempunyai NPWP, silakan di isi "0"*
Tgl Lahir Ibu * *Date of Birth*	
Pendidikan ibu * *Educational Status*	--Pilih--
Pekerjaan ibu * *Occupation*	--Pilih--
Penghasilan Pokok Ibu * *Salary*	*Penghasilan kotor ibu*
Penghasilan Tambahan/Tunjangan Ibu * *Additional Salary*	*Apabila tidak ada, silakan di isi "-"*

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Fill *Jumlah Tanggungan* with the number of Dependents in your family

Fill *JumlahSaudara*with the Number of Siblings

Jumlah Tanggungan *
Number of Dependents

Jumlah Saudara *
Number of Siblings

Sumber Biaya
Source of Funds

Sumber Dana *
Source

--Pilih--

Kembali   Simpan

Chose *"Beasiswa/ Orang tua kandung"* if you are degree student and you get financial support from scholarship (*Beasiswa)* or Parents *(Orang Tua)*. Chose *"Sendiri/Mandiri"* if younon-degree studentson section *Source Dana*

Simpan

Click "Simpan" once you completed filling all the form section
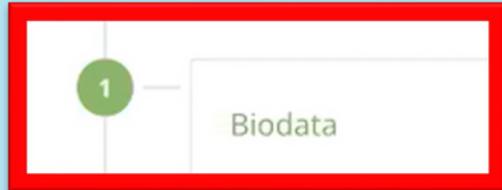
Biodata section will be turn into green color if you completed filling all the forms

Then Click *"Konfirmasi Pembayaran"*

SIMASTER.UGM

menunjukkan tahapan informasi.

Keluar dari Aplikasi

Registration for Non-Degree International Students Spring 2023

Biodata

Jadwal : *12 Januari 2023 11:46 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

Perubahan terakhir dilakukan pada *Rabu, 18 Januari 2023 16:25* | Lia Planzer (20227111610985)

Konfirmasi Pembayaran

Jadwal : *12 Januari 2023 11:46 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

Perubahan terakhir dilakukan pada *Rabu, 18 Januari 2023 16:25* | Lia Planzer (20227111610985)

Klaim Akun UGM

Jadwal : *12 Januari 2023 11:46 s.d 28 Februari 2023 23:55* Waktu Indonesia Barat (UTC+07:00)

Biodata

Konfirmasi Pembayaran

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You will be directed to this screen
If your screen not showing the same as this picture, please reload your browser

SIMASTER.UGM

Terimakasih, pembayaran anda telah diterima pada 18-01-2023 00:00:00
Silakan untuk melanjutkan klik tombol Proses

← Kembali   💾 Lanjutkan Proses

💾 Lanjutkan Proses

Then Click *"Lanjutkan Proses"*

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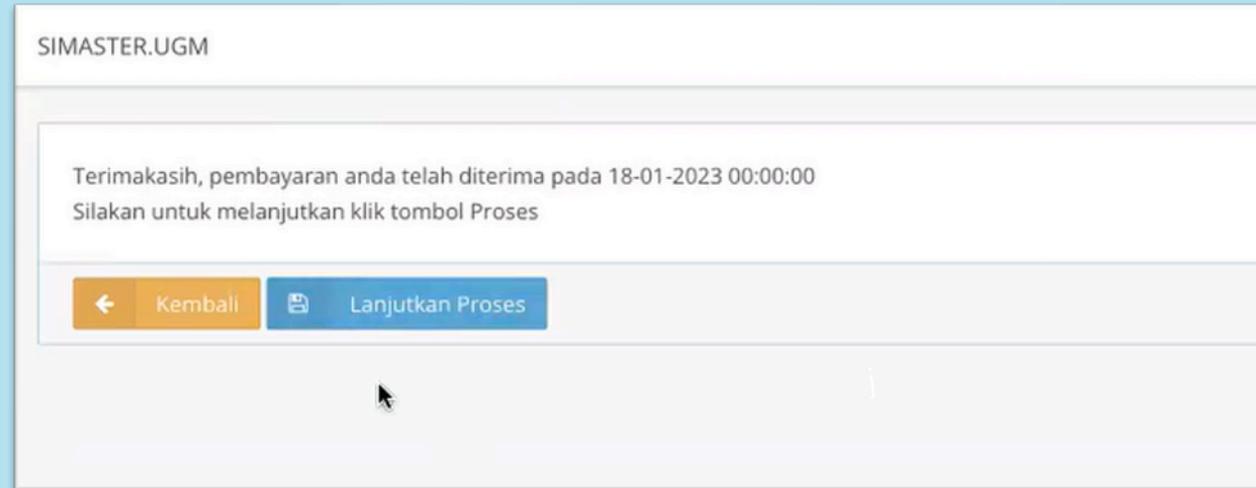
Konfirmasi Pembayaran
section will be turned into green color if you completed filling out all the forms

Then Click *"KlaimAkun UGM"*

V. *Registration* (4)

a
Click*the AkunUGM* with your preferred username.

b
Fill*the Kata Sandi* with your preferred password.
Min. 8 characters (including lowercase, uppercase, and numbers)

c
Fill*the KonfirmasiKata Sandi* with the password you enter in the previous section.

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VI. *Registration* (5)

a Click and choose *the No HP* with the available option.
The option is generated with your application in the admission system.

b Click and choose *the Surel* with the available option.
The option is generated with your application in the admission system.

c Click and choose *the Jas Almamater* with your clothing size.

Akun UGM *
- ● sasakiami
- ○ sasakiami1099
- ○ sasakiami1999
- ○ sasakiami475935

Kata Sandi *
Kata Sandi baru terdiri dari minimal 8 karakter dan terdapat huruf kecil, huruf besar, dan angka. Contoh: **K4t4s4nd1**

Konfirmasi Kata Sandi *
Ulangi isian kata sandi

No HP *
Nomor HP yang bisa dihubungi.

Surel *
Surel pemulihan akun UGM.

Jas Almamater *
Ukuran jas almamater UGM.

Akun UGM yang sudah Anda pilih **tidak bisa diganti**. Akun tersebut digunakan sebagai akun *Single Sign On (SSO)* di Universitas Gadjah Mada. Mohon bijak dalam menggunakan akun UGM dan mohon se

← Kembali

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Form Klaim Akun UGM

Nomor Registrasi

Nama

Tanggal Lahir

Click
"*Simpan*"

Pilihlah salah satu Akun UGM di bawah ini.

Akun UGM *
- ⦿ sasakiami
- ○ sasakiami1099
- ○ sasakiami1999
- ○ sasakiami475935

Kata Sandi *

Kata Sandi baru terdiri dari minimal 8 karakter dan terdapat huruf kecil, huruf besar, dan angka. Contoh: **K4t4s4nd1**

Konfirmasi Kata Sandi *

Ulangi isian kata sandi

No HP *

Nomor HP yang bisa dihubungi.

Surel *

Surel pemulihan akun UGM.

Jas Almamater *

Ukuran jas almamater UGM.

Note:
The account you claim cannot be replaced. You may use it as your Single Sign On (SSO) at UGM

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VII. Your Account is *created*

Login email in
ugmail.ugm.ac.id

Login simasterin
https://simaster.ugm.ac.id/

Username (UGM ID) = "your chosen username"
Password : "your password"

Akun UGM *
- ⦿ sasakiami
- ◯ sasakiami1099
- ◯ sasakiami1999
- ◯ sasakiami475935

Kata Sandi *

Kata Sandi baru terdiri dari minimal 8 karakter dan terdapat huruf kecil, huruf besar, dan angka. Contoh: **K4t4s4nd1**

Konfirmasi Kata Sandi *

Ulangi isian kata sandi

No HP *

Nomor HP yang bisa dihubungi.

Surel *

Surel pemulihan akun UGM.

Jas Almamater *

Ukuran jas almamater UGM.

Akun UGM yang sudah Anda pilih **tidak bisa diganti**. Akun tersebut digunakan sebagai akun *Single Sign On (SSO)* di Universitas Gadjah Mada. Mohon bijak dalam menggunakan akun UGM dan mohon se

← Kembali

VIII. *Login* SSO UGM

Input *'UGM ID'* with your *username.*

and also input the password to your account.

If you have any questions about this account activation please contact the Office of International Affairs UGM through admission@ugm.ac.id

Thank You.