



# Communication & Business Institute

The Leading Graduate School of Communication & Business

Jakarta, 12<sup>th</sup> March 2020

No : Ref.No.028-20/LSPR/ai/jmp/cb  
Re : Covid-19 Preventive Measure

Dear Lecturers and Students,

We are writing to inform you that in response to the vigilance of the Covid-19 spread virus in Indonesia, LSPR Communication & Business Institute have decided to do several things as a preventive measure to best protect our community.

This is also in line with *Kementerian Pendidikan dan Kebudayaan letter No 3 tahun 2020* concerning Prevention of Covid-19 in Education Units and *Governor Instruction (Ingub) No 16 tahun 2020* about the increased awareness of Corona Virus Disease Transmission risk (COVID-19).

## Travel History

All students and lecturers that as of 1<sup>st</sup> March 2020 have traveled abroad are encouraged to conduct self-isolation (staying at home for 14 days by following the instructions and standards that have been presented by official health authorities). Absence confirmation due to the reasons above can be done by filling out the form via the link below (please do attach the supporting documents; passport and immigration stamp scan):

<http://bit.ly/LSPRTravelHistory>

## Online Learning

We are also planned to implement a temporary transition to online learning. Where final decisions and details related to this matter will be delivered on Monday, 16<sup>th</sup> March 2020.

## Non-Academic Activities

All non-academic activities (including extra-curricular, sports, LSPR student club, etc) will be temporarily postponed until the specified time.

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We hope that this could be one from many efforts which have shared in reducing the virus spread. Therefore, a collaborative effort from all parties to avoid the possibility of infection by implementing a clean and healthy lifestyle would be a necessity. In addition please keep yourself updated by always following LSPR news via social media, Student Service hotline and Student Guidance Office.

This is not an alarmist response but a prudent move that is implement as soon as possible before we have any cases of Covid-19. We hope that we are all protected, always remain in a health condition, and the Covid-19 virus outbreak can be resolved soon.

Best Regards,



**Dr. Andre Ikhsano M.Si**  
**Rector**

Cc:

**Ibu Prita Kemal Gani, MBA, MCIPR, APR**  
**Founder & CEO LSPR**

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