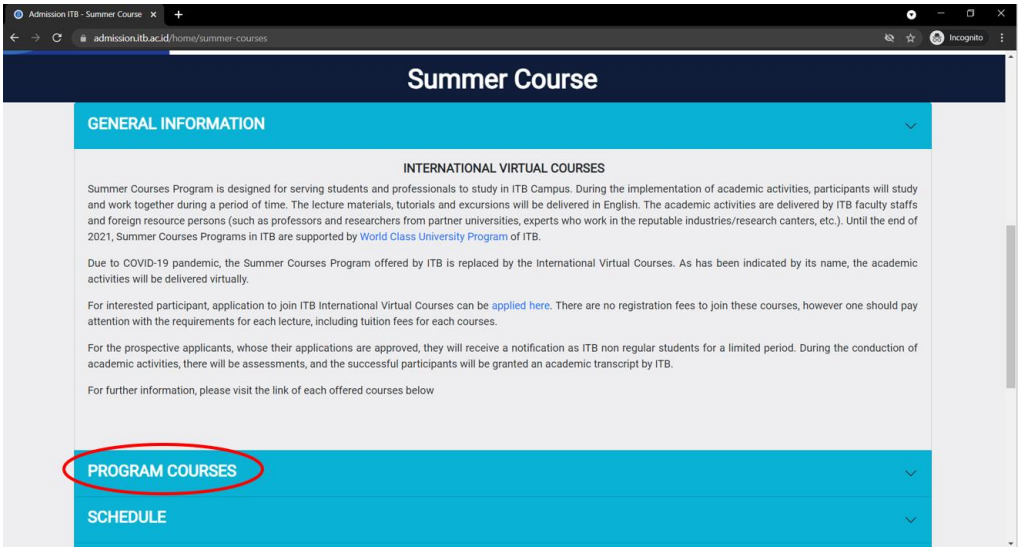
Registration Tutorial for the International Virtual Course on Multidisciplinary Optimization and Machine Learning for Engineering Design Applications (MDOML-2021)

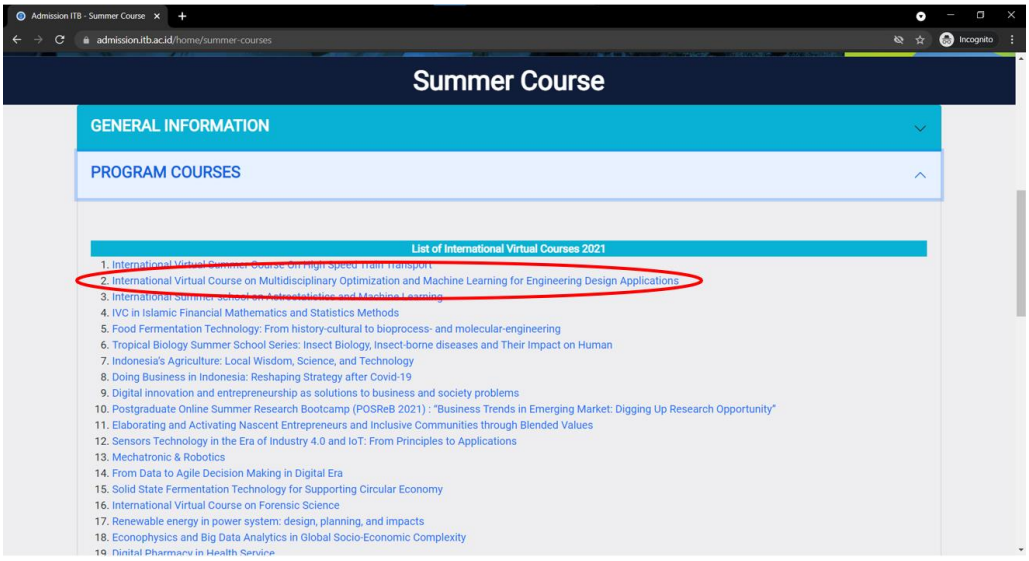
To register for the International Virtual Course on Multidisciplinary Optimization and Machine Learning for Engineering Design Applications MDOML-2021, visit

https://admission.itb.ac.id/home/summer-courses

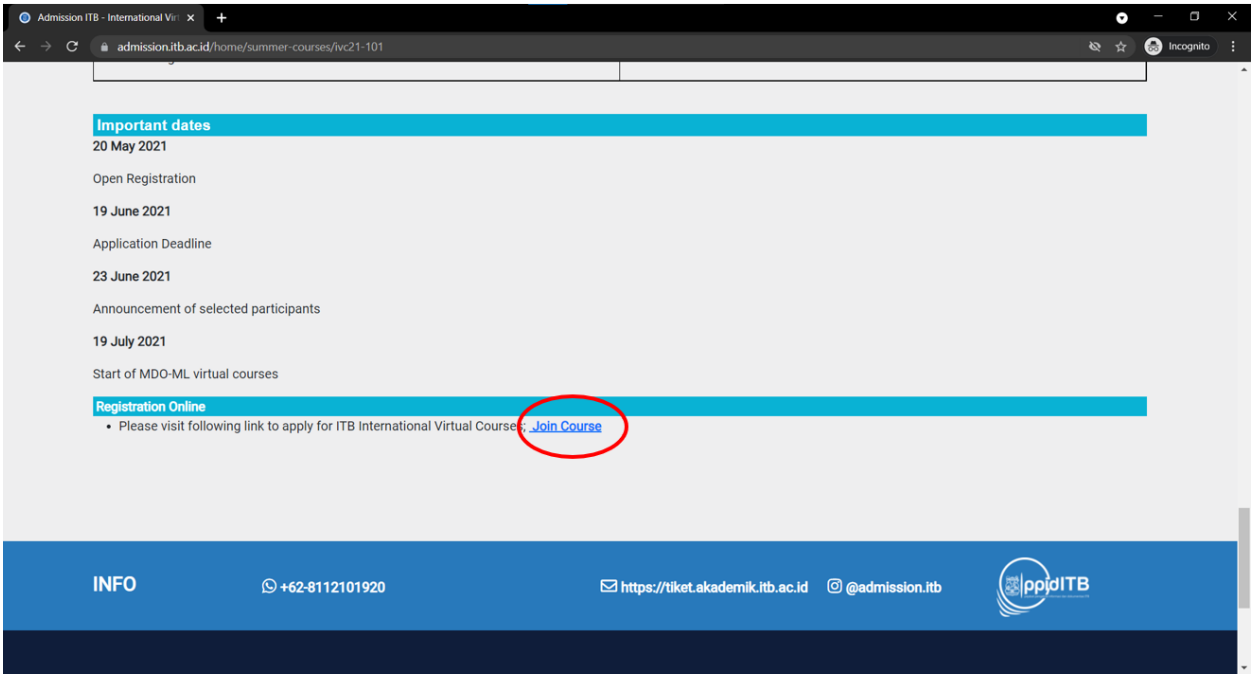
Then, click on the Program Courses tab.



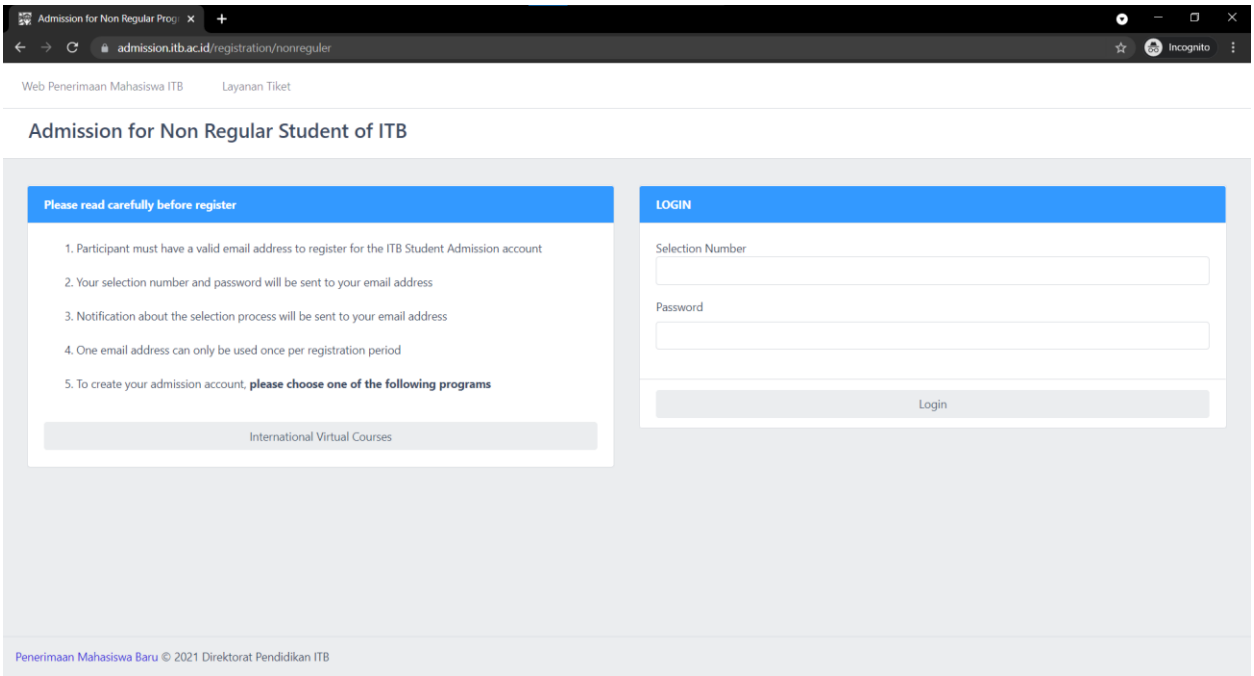
You should see list of choices of the available courses. If you are applying for the MDOML 2021 virtual course, click on the “International Virtual Course on Multidisciplinary Optimization and Machine Learning for Engineering Design Applications” course.



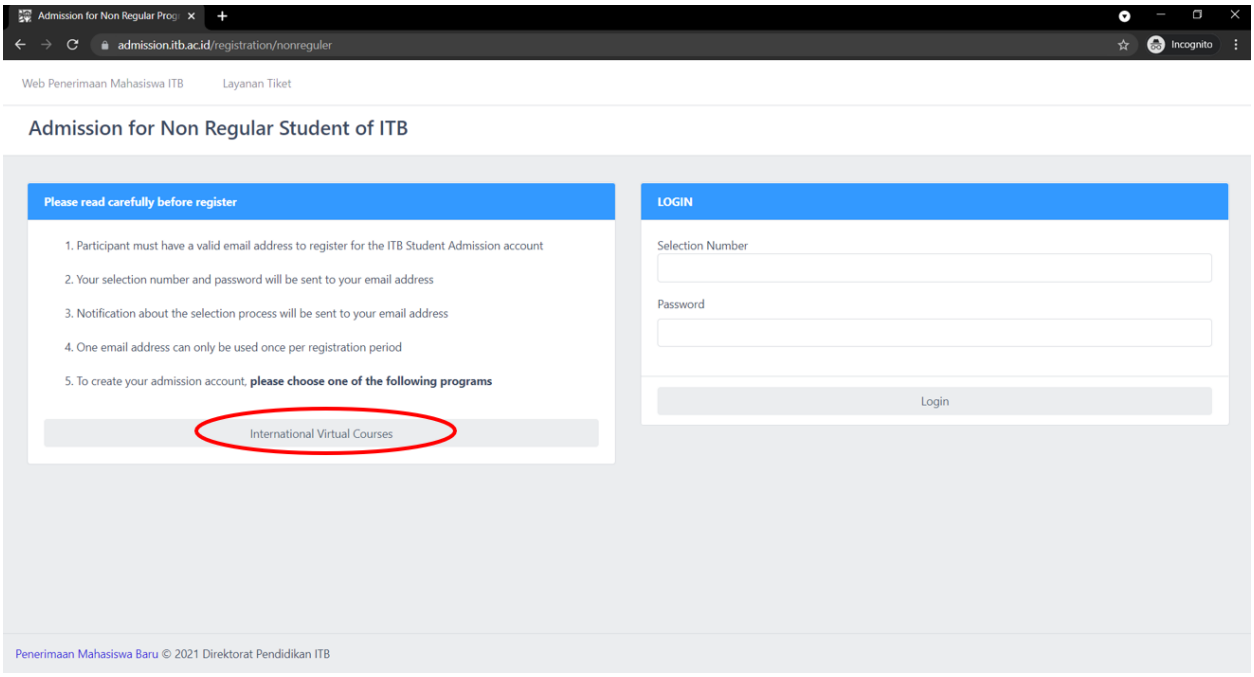
You should be directed to the detailed summary of the course and at the bottom of the webpage, you can click on the “Join Course” for admission registration.



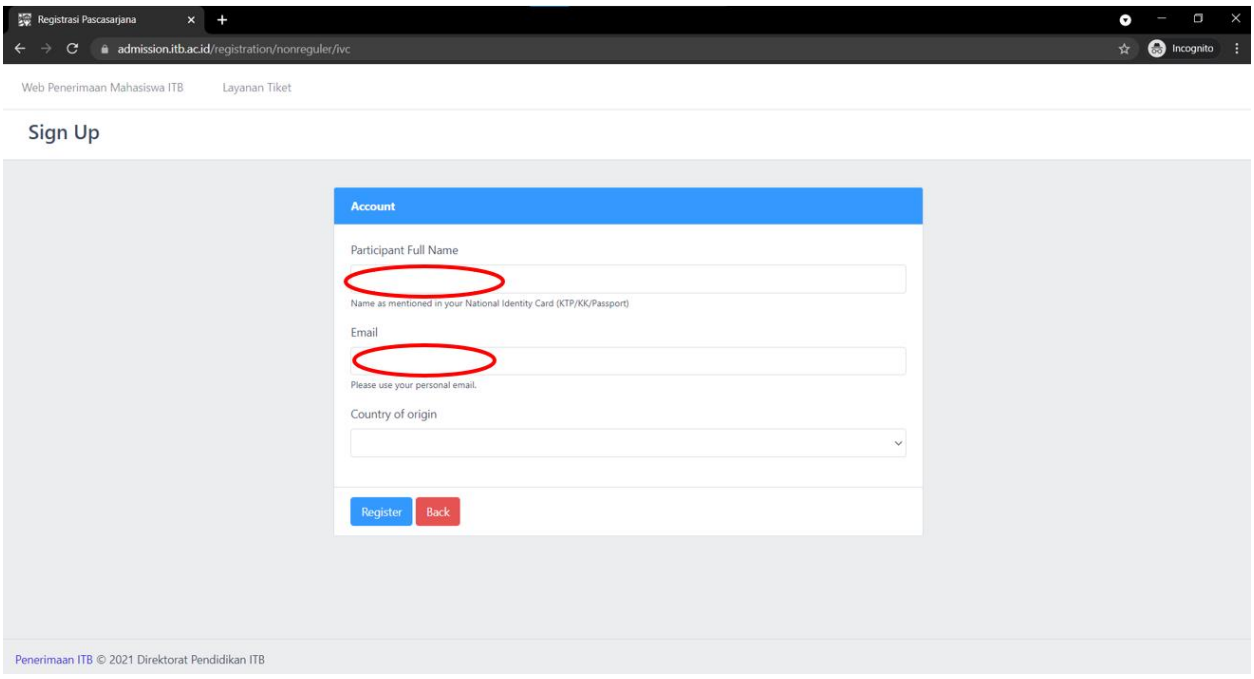
Then, you should see the admission webpage as shown below.



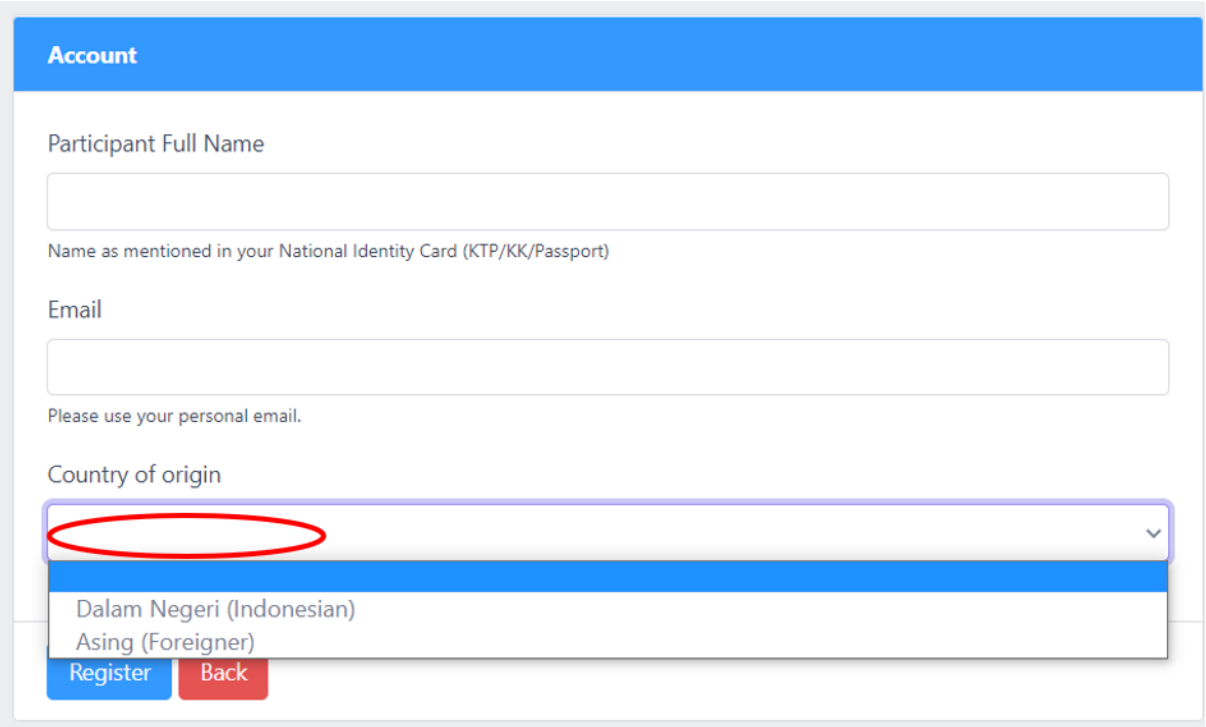
If you are a first-time visitor on this website, please register yourself by clicking on the “International Virtual Courses” button at the left part of the webpage.



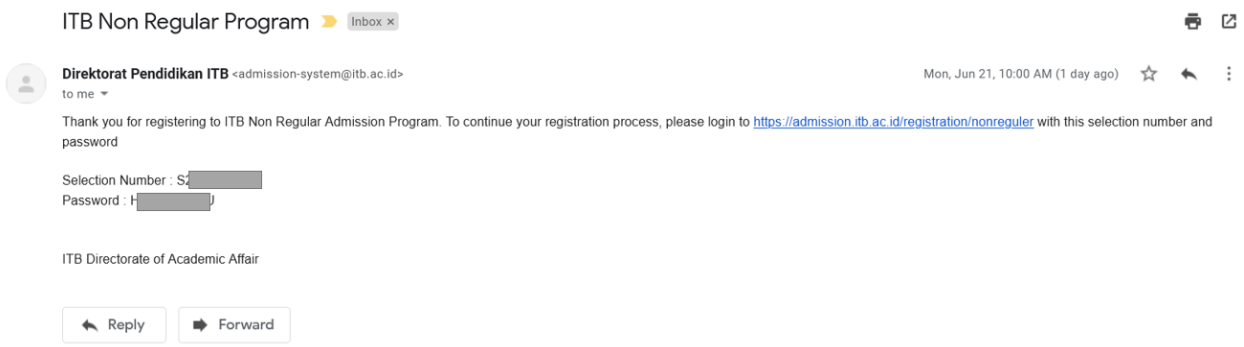
Then, provide your full name (Please use the name as in your National Identity Card or Passport) and your personal email (Please provide a valid email that you can access).



And provide your country of origin. (Please choose “Asing (Foreigner)” if you are not from Indonesia)

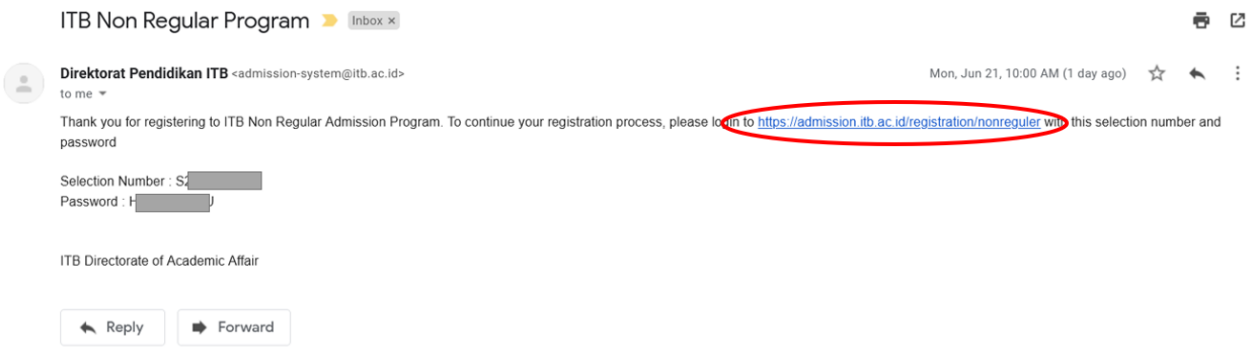


Then, after correctly providing your full name, email and country of origin, click on the “Register” button. You should receive an email from admission-system@itb.ac.id that provides your ***Selection Number*** and ***Password***. (Please check your spam or register again if you do not receive the email).

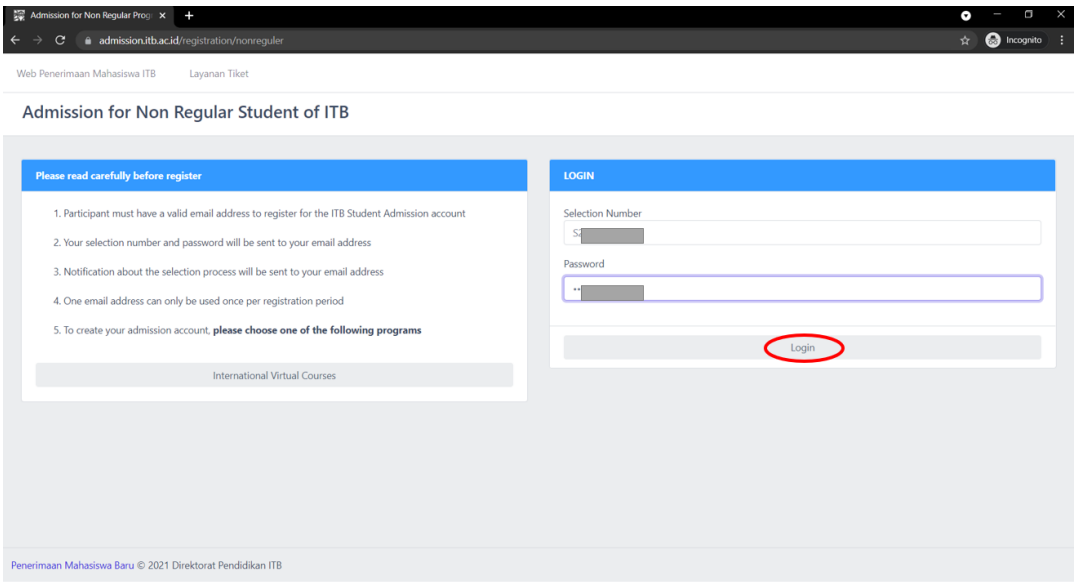


After receiving your login selection number and password, go to https://admission.itb.ac.id/registration/nonreguler

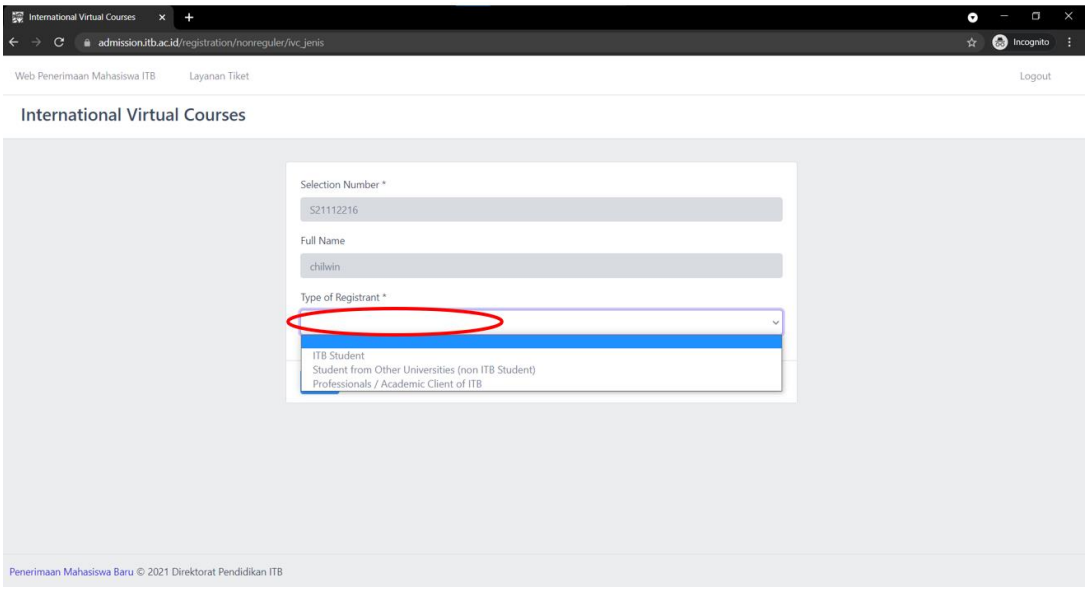
As provided in the email



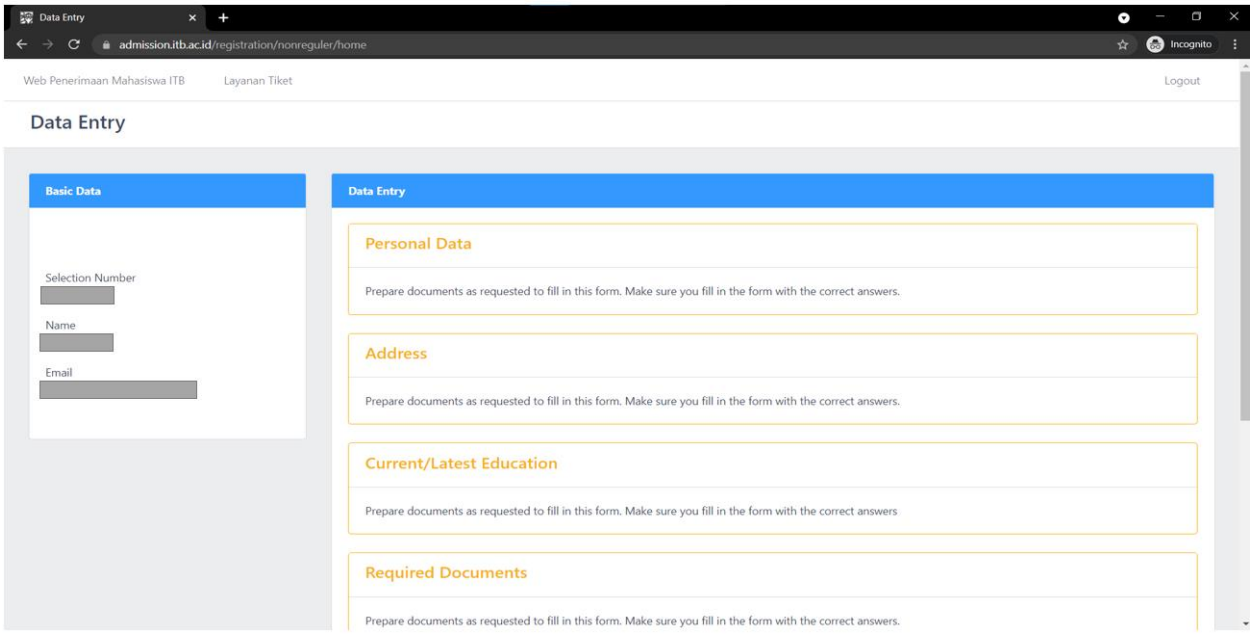
Then, login with your provided Selection Number and Password

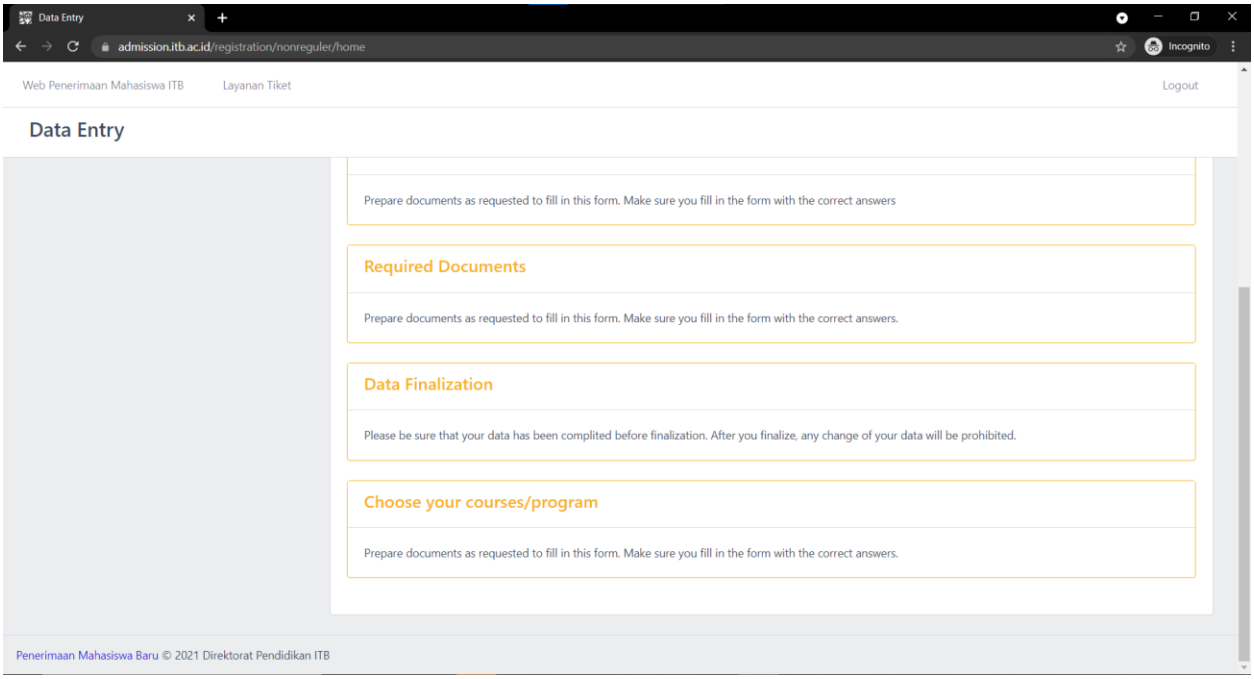


After login, please provide “Type of Registrant” based on your current status.

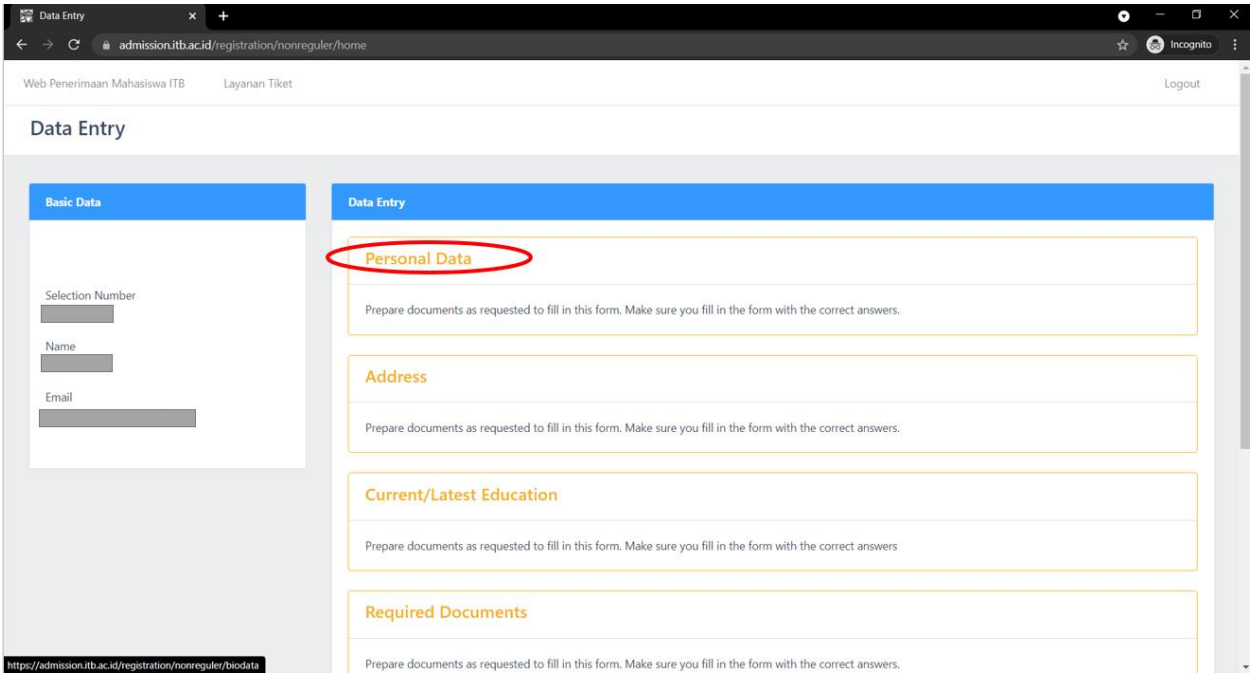


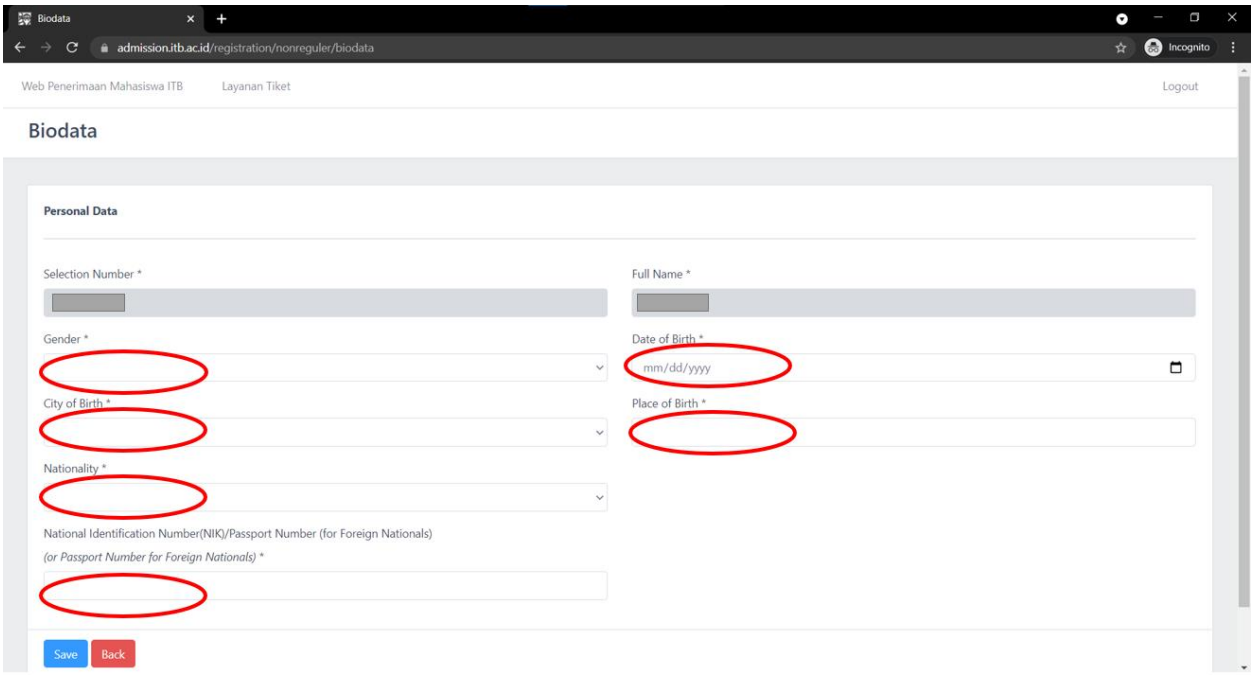
Then, after continuing, you should see



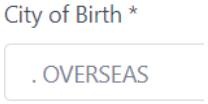


First, provide your personal data in the “Personal Data” tab



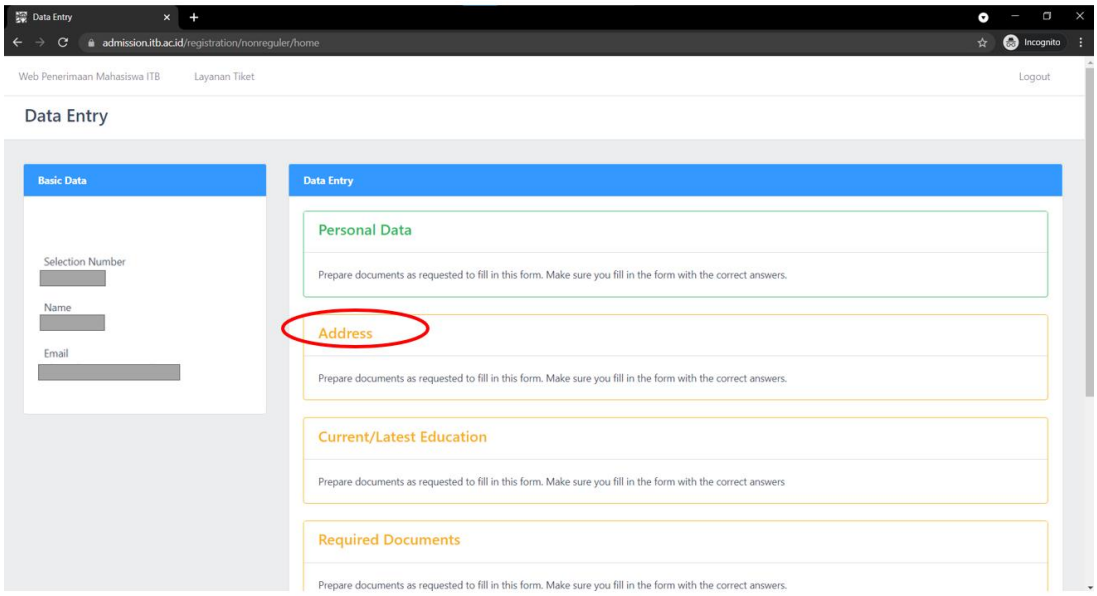


For foreigners, please choose “.OVERSEAS“ for your City of Birth and if you don’t have a passport please provide your national id number instead.

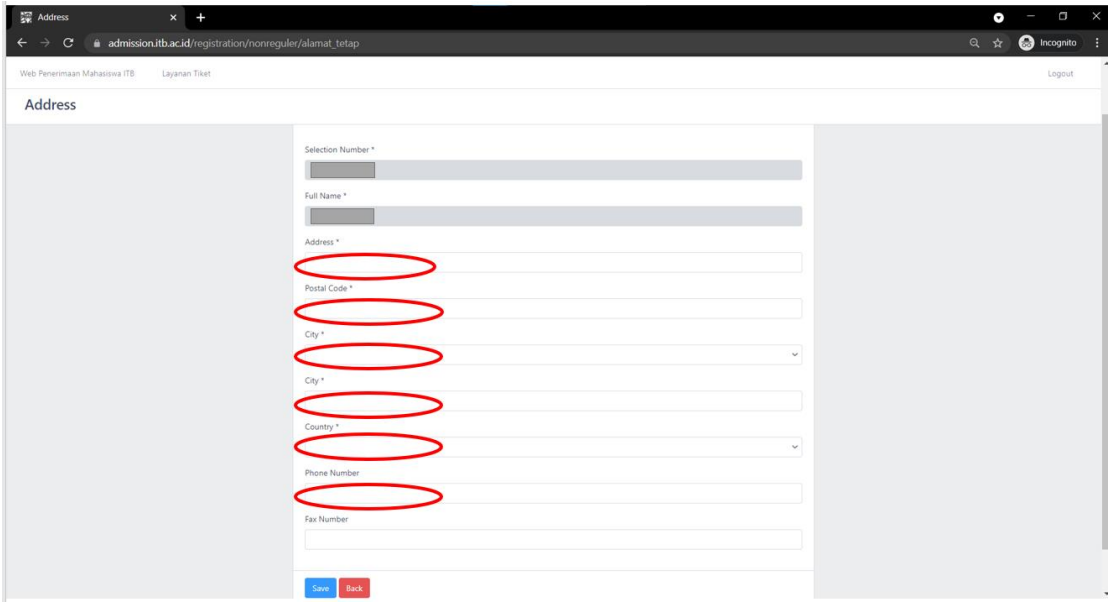


Remember to click “Save” after completing the form and click “back” to return to the main menu

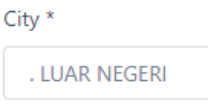
After completing the “Personal Data” tab, go to the “Address” tab. (Note that the tab you have successfully completed will turn from yellow to green).



Fill in your ***Address, Postal Code, City, Country,*** and **Phone Number**. Fax number is not mandatory.

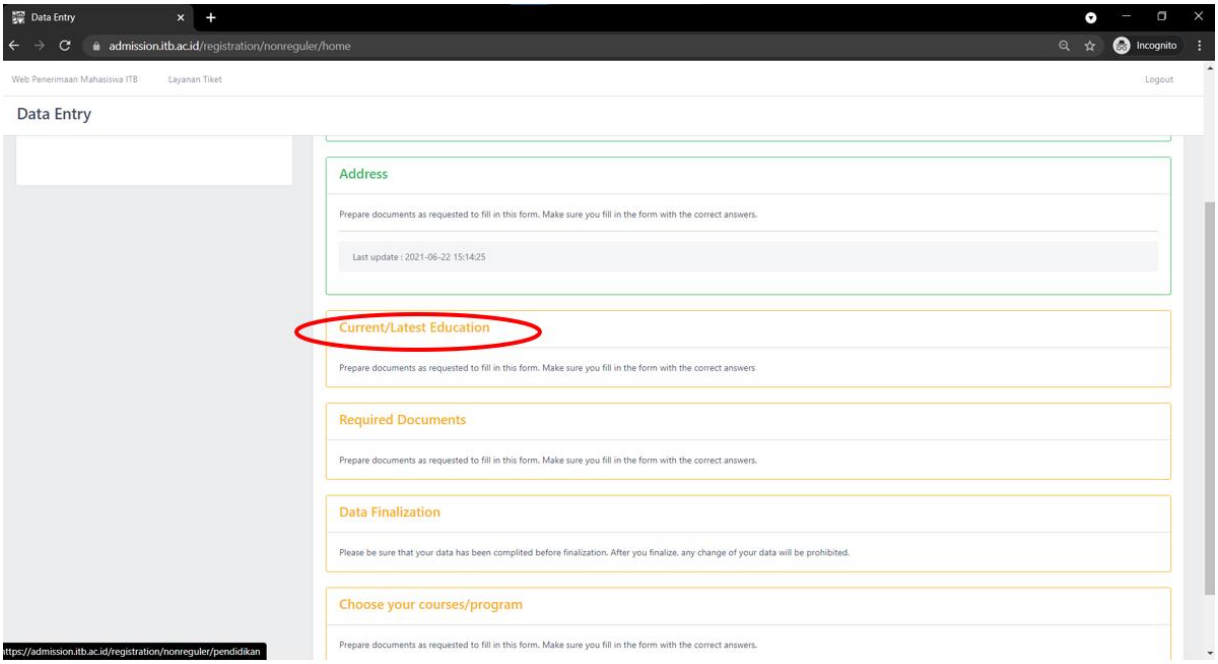


For foreigners, please choose “.LUAR NEGERI (OVERSEAS)“ for your City

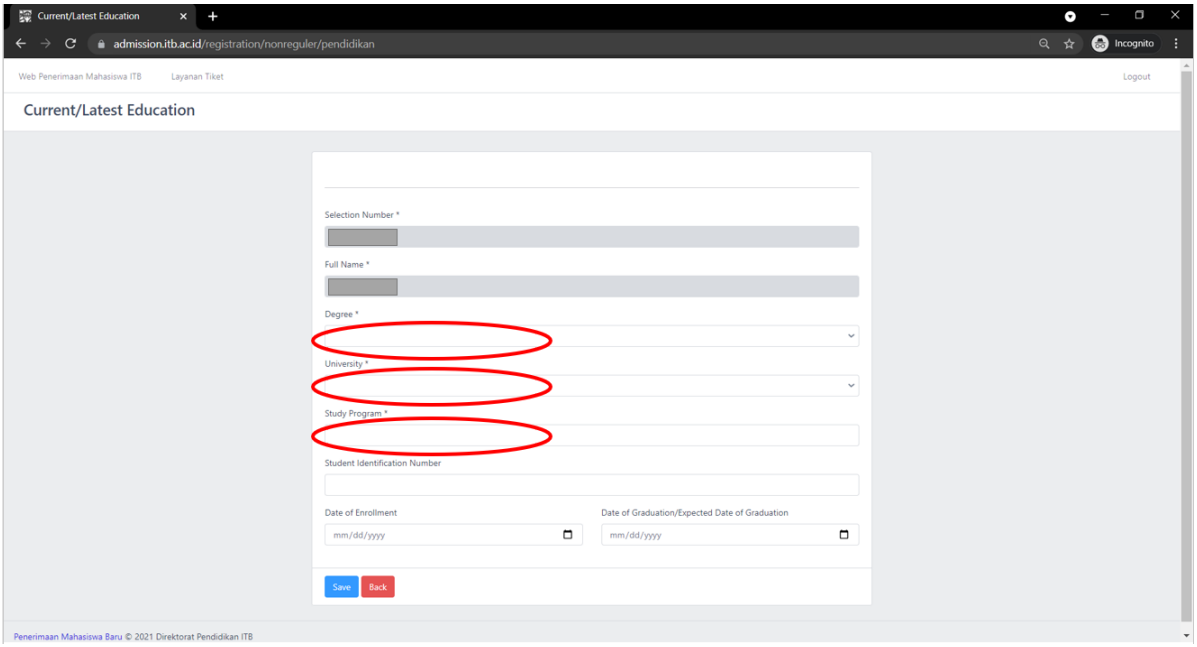


Remember to click “Save” after completing the form and click “back” to return to the main menu.

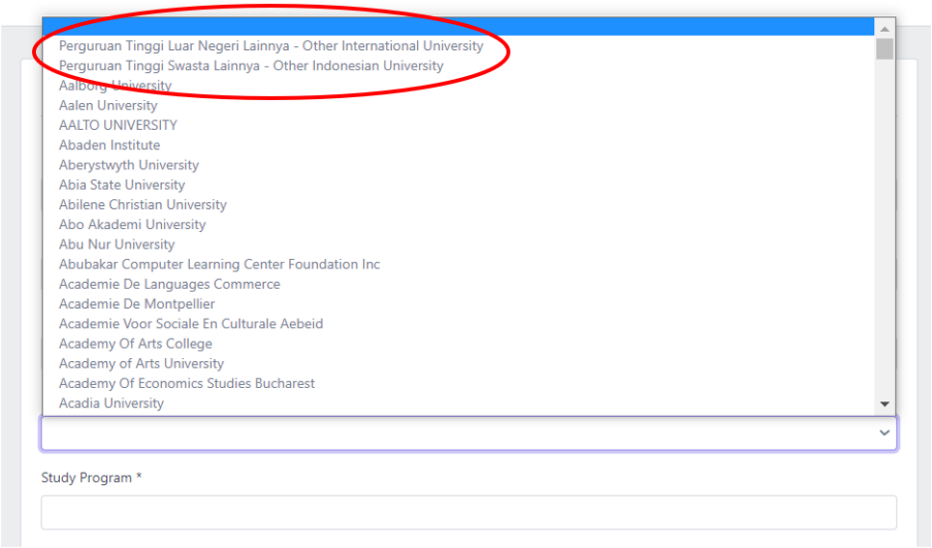
Then, continue to the “Current/Latest Education” tab.



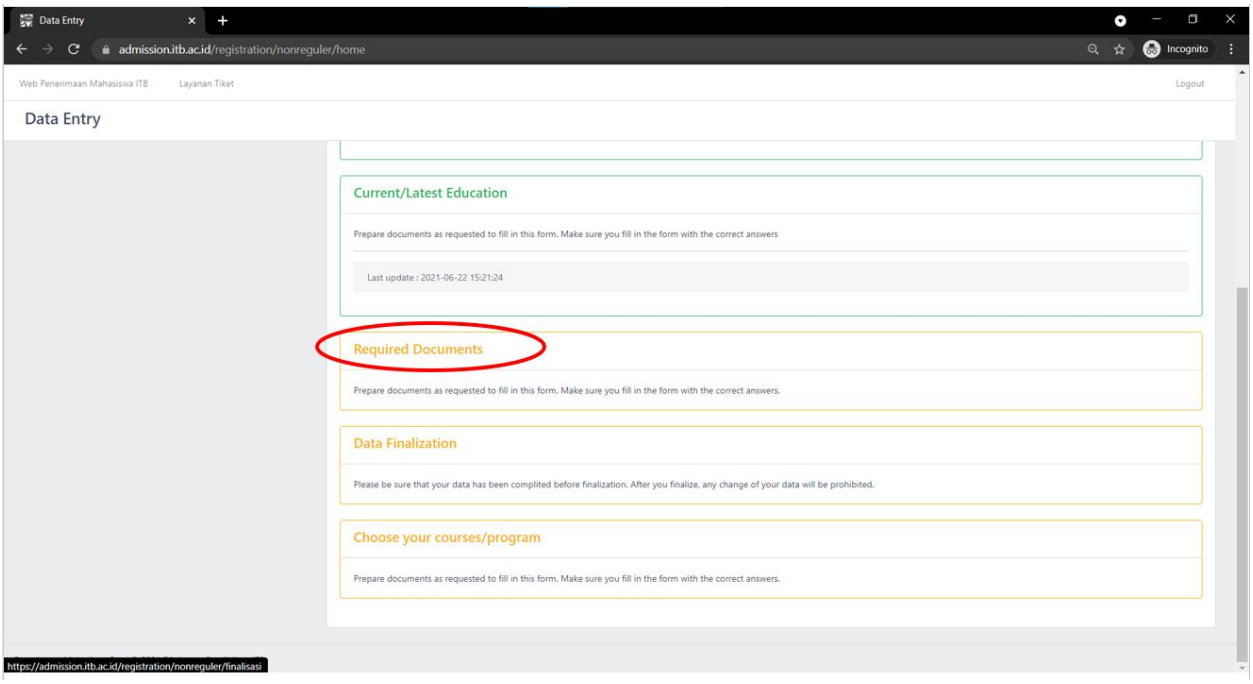
Please provide your current or latest education.



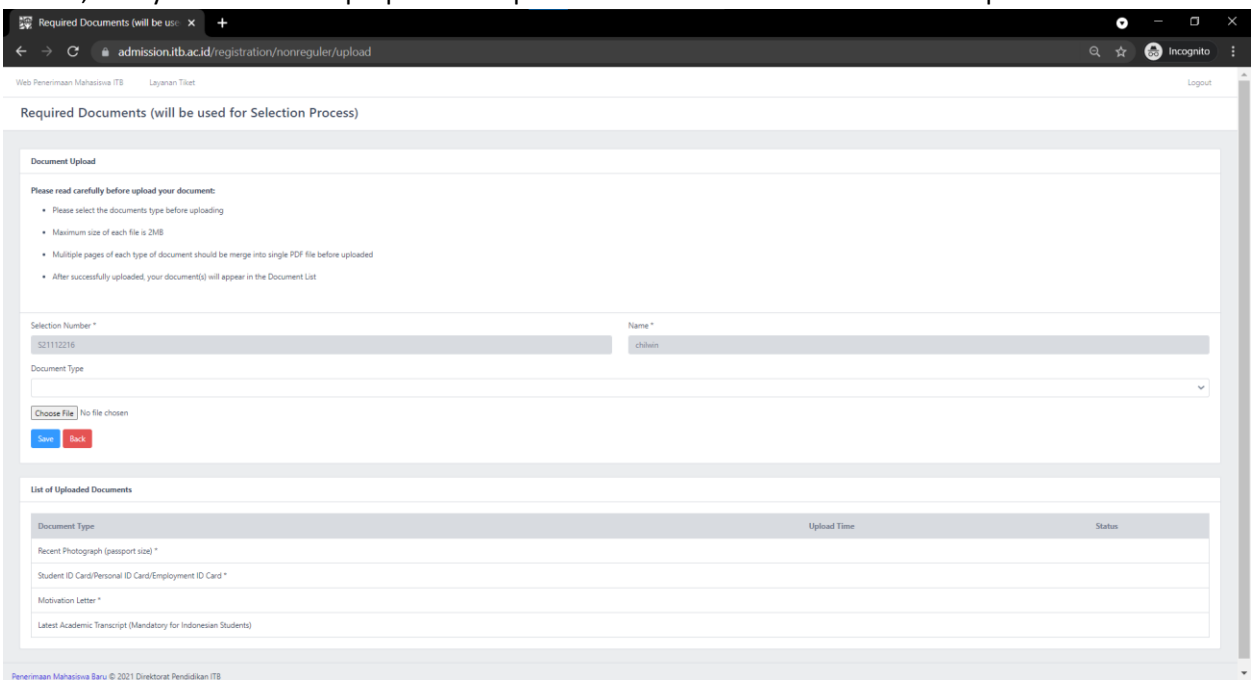
If your university is not listed at the “University” drop down fill-in answer. Please choose “Other international university” for overseas university or “other Indonesian University” for Indonesian university.



Remember to click “Save” after completing the form and click “back” to return to the main menu. Then, continue to the “Required Documents” tab.



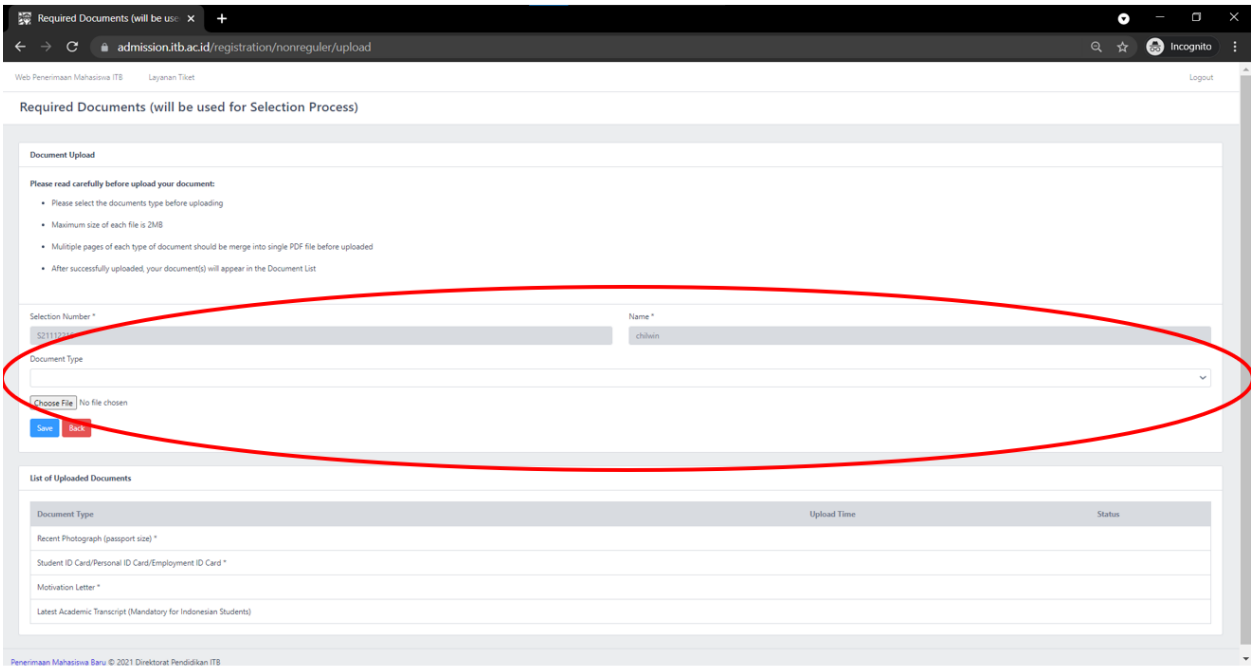
Notice, that you will have to prepare and upload four documents for the selection process

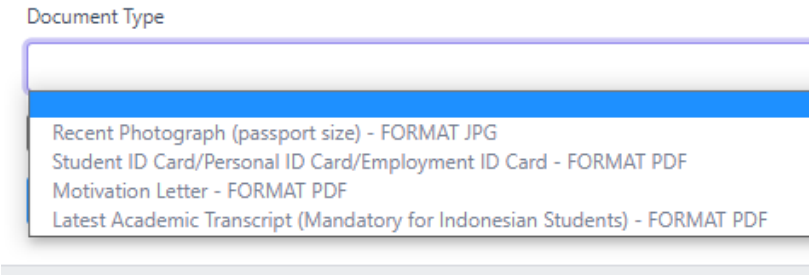


The documents mandatory are

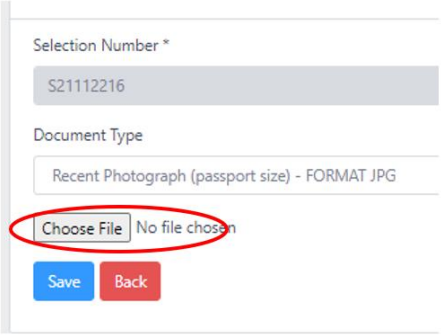
1. Your Recent Photograph in .jpg file format
2. Your Student ID card/Personal ID Card if .pdf format
3. A Motivation letter in .pdf format
4. Latest Academic Transcript in .pdf format (only mandatory of Indonesian students)

You can upload your document files by first selecting the Document you want to upload at the “Document Type” drop down menu





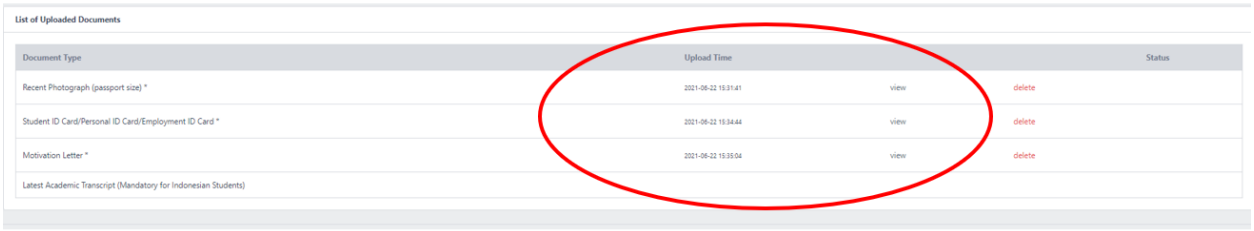
Click “Choose File” to upload your document’s file



After uploading, remember to click “Save”, and repeat the uploading process for every document.

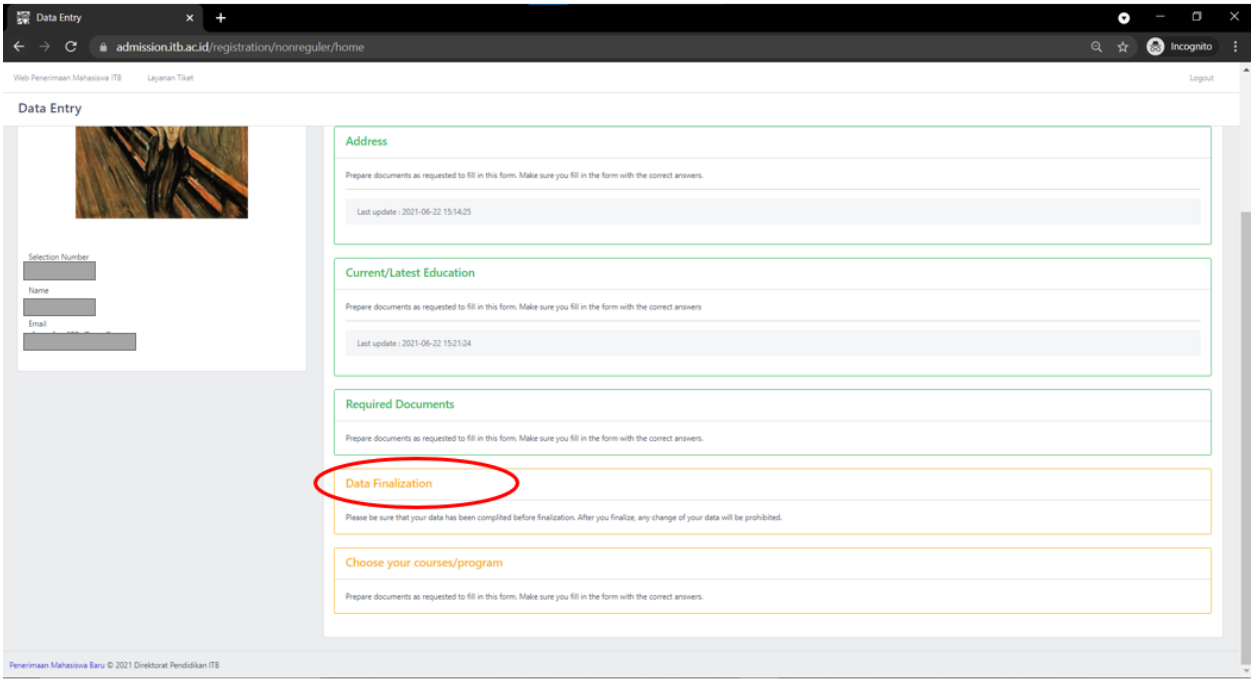
Note that the maximum size of each file is 2MB, please compress your file first if it exceeds the 2MB limit.

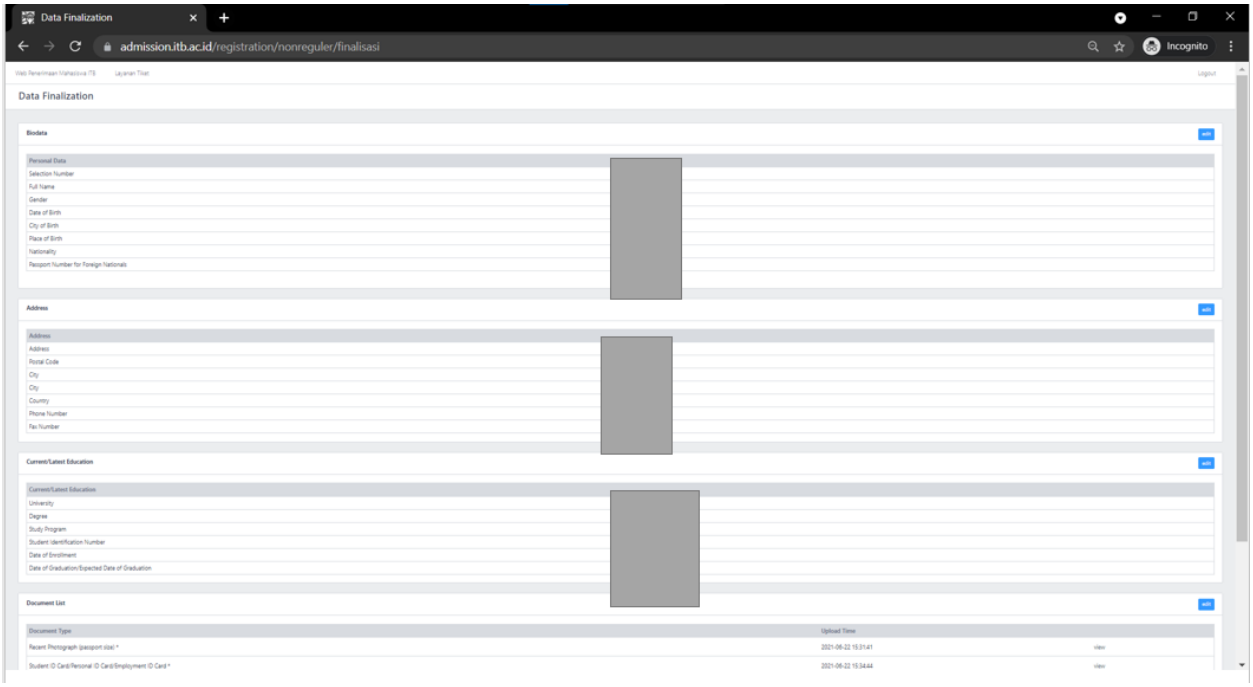
As you upload the files, if it is successfully uploaded, the upload time will appear beside the corresponding document.



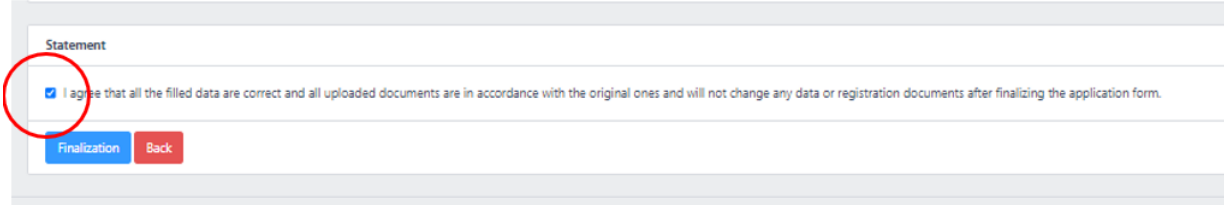
After you are done uploading every document, click “back” to return to the main menu. Then, continue to the “Required Documents” tab. (Do not forget to click save for every uploaded document).

Next, go to the “Data Finalization” tab to check and make sure that all of your recorded data is correct.

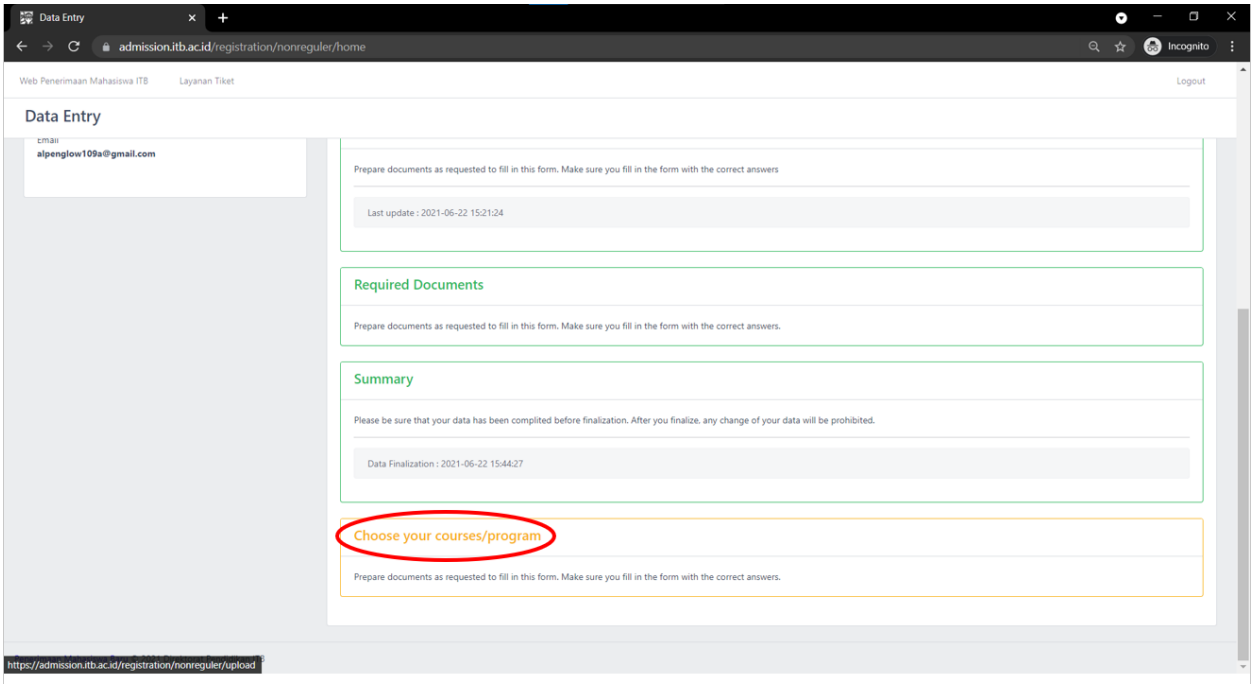




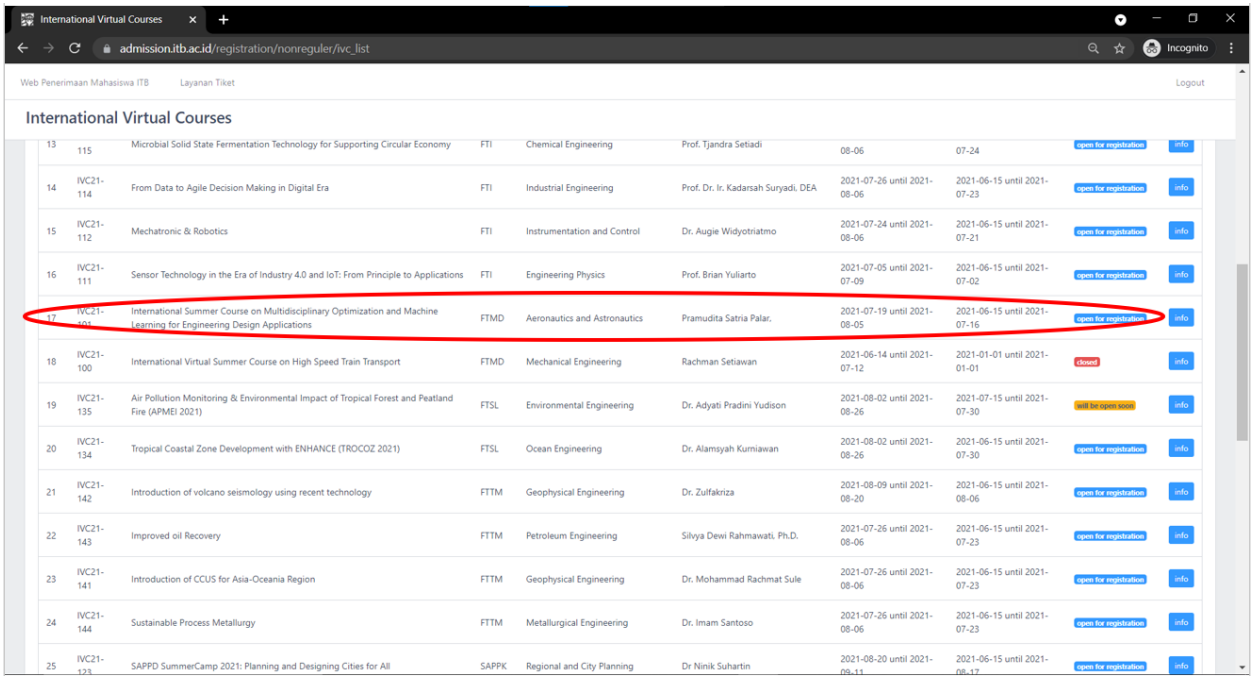
If all of your data are already correct and complete, please check the checkbox for the statement that you agree that the data is correct and original. Then, finally click “Finalization”.



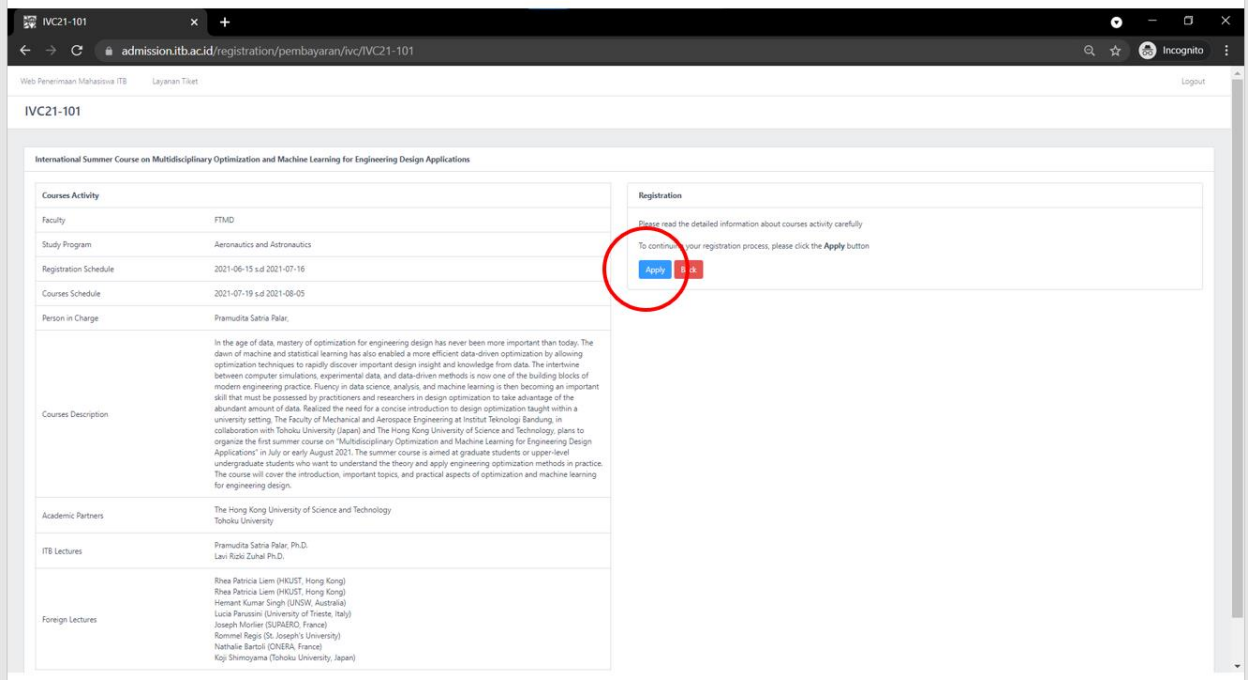
For the final part, go to the “Choose your courses/program” to choose your desired course to apply.



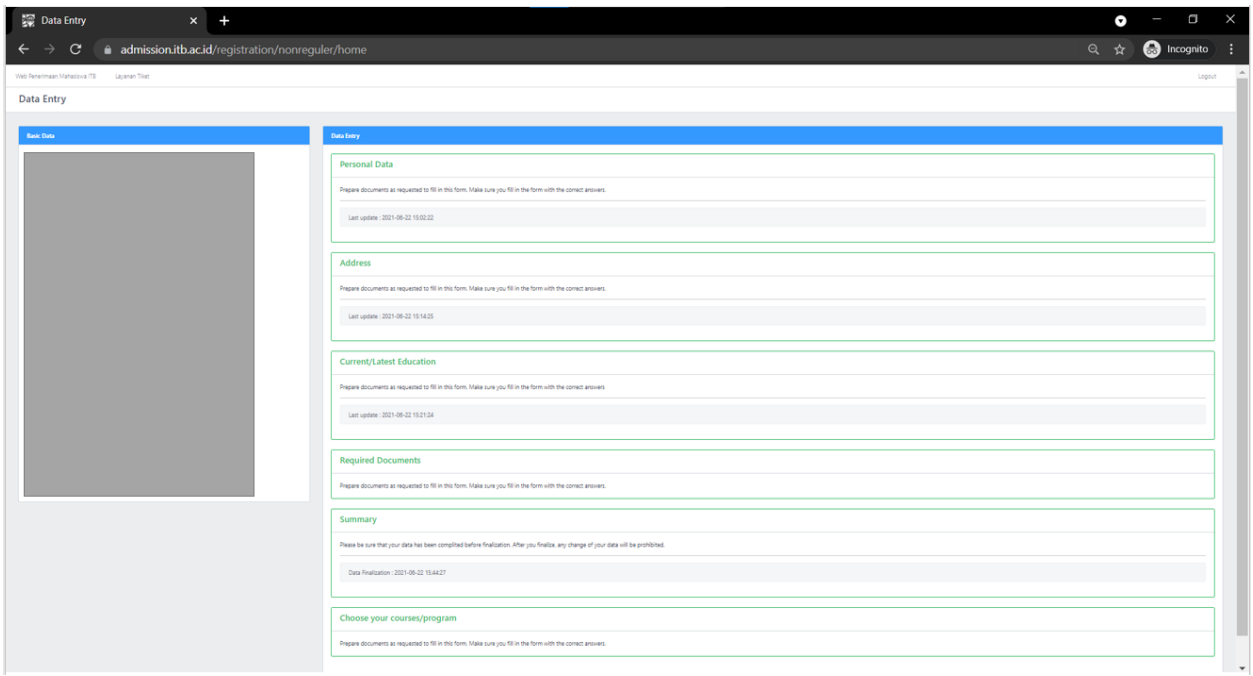
Find the MDOML 2021 program and click the “info” button at the rightmost part.



You should be able to see the course detail, and click “apply” to apply for the course



After clicking “Apply” go back to the main menu by “Back” and you should check and see if all of your tabs (**Personal Data, Address, Current/Latest Education, Required Documents, Summary, and Choose your courses/program**) are already completed by the green color indication.



Congratulations, you have completed the registration.