



GENERAL INFORMATION

JAKARTA

About Wisma Bahasa

Wisma Bahasa, established in 1982, is the first Indonesian Language Course in Yogyakarta. We have been running Indonesian language training programs for multi-ethnic learners requiring Indonesian and Javanese language services for general and specific purposes.

Wisma Bahasa currently offers four learning environments in Yogyakarta, Jakarta, Bali, On-site and E-learning. As a language service, we offer various programs that could accommodate your learning needs.

Our featured programs are:

- * General Indonesian Language
- * Javanese Language
- * 5-day & 10-Day Immersion
- * Indonesian Language for Diplomats
- * UKBI Preparation
- * Intercultural Understanding
- * Indonesian Language for Professionals
- * Indonesian for Kids (6y +)
- * General English
- * TOEFL Preparation

Learning Materials

Wisma Bahasa has produced standard material for general purposes and interests in learning Bahasa Indonesia. For specific purposes, Wisma Bahasa would be glad to design a particular syllabus and prepare specific material without any additional cost. Students have to complete the enrolment form as complete as possible to make our Teaching division able to design the most specific syllabus.

Progress and Final tests are conducted to assess the students' learning progress. A student report is given to a student after completing the training. A student can obtain a learning certificate after completing a minimum of 30 sessions.

Proficiency Level

At Wisma Bahasa, we offer seven levels of proficiency in Bahasa Indonesia. To find out where you should start, take our free assessment test before starting your course. Below is the description of every level:

1A BEGINNER

To use a very limited range for basic and immediate survival needs.

2A PRE-INTERMEDIATE

To use a very limited range for basic and immediate survival needs.

3A POST-INTERMEDIATE

To use minimum Professional Proficiency, the language effectively in a variety of situations.

4 ADVANCED

To use the language effectively in most situations with minimal difficulties, effective communication and fluent in speaking.

1A

1B

2A

2B

3A

3B

4

1B POST-BEGINNER

To use a very limited range for basic and immediate survival needs.

2B INTERMEDIATE

To use a wide range of language adequate for familiar and non-pressuring situations

3B PRE-ADVANCED

To use the language effectively in a wide variety of situations

The Teaching and Learning Methodology

We believe in communicative language teaching. Therefore, class activities are based on the communicative approach to enable learners to communicate in, rather than analyze, the target language. English is usually only used as a last resort. We use an eclectic range of techniques to make learners feel at ease and well-motivated when learning the target language.

Methods such as Silent Way and Total Physical Response are used to supplement the direct approach in those situations where they can be more helpful in mastering language skills.

We are not so much as teachers, but friends. We do not teach the language but instead create situations where learners enjoy communicating in the target language. Hospitality is our principle. We do not name our institution a college or school but a home of language, "Wisma Bahasa".

The Teachers

Our teachers are composed of graduates of some universities and institutions in Indonesia. We possess different educational backgrounds: language and language teaching (English, Indonesian, Javanese, Japanese, French, Germany), Indonesian and English literature, Anthropology, Archaeology, History, Politics, and Economics.

We also present a cross-section of cultural backgrounds (Javanese, Sundanese, Madurese, Timorese). We guarantee that our teachers are experienced, competent, working full time in Wisma Bahasa, proficient in foreign languages (English is mandatory), and received rigorous pre-service training. Wisma Bahasa also holds regular weekly training sessions and workshops to keep up with the latest issues.

Learning Schedule

The class in Wisma Bahasa are in sessions. One session in Wisma Bahasa Jakarta is 90 minutes long. You can choose your schedule based on our available sessions:

Monday – Friday : session 1, 2, 3, 4 & 5

Saturday : session 1, & 2

Sunday : No Class

Session 1 is at 08.00 – 09.30

session 2 is at 10.30 – 12.00

session 3 is at 13.00 – 14.30

session 4 is at 15.00 – 16.30, and

session 5 is at 17.30 – 19.00.

Please note that all sessions are in Western Indonesian Time (GMT+7).

We offer a flexible schedule, and you may take more than one session daily. However, we recommend you to take no more than three sessions per day for effectiveness.

We open new classes weekly, and the course can start on any day, Therefore, please inform us of the dates you want to enroll on at least one week before so we can prepare the class accordingly.

Lessons are specially designed to meet the needs of an individual, single learners. Wisma Bahasa does not provide classmates or groups. However, you can form your group, consisting of up to four participants with the same language proficiency level.

This limit is intended to optimize the learning impact of the training and enable the participants to receive the best possible attention.

Wisma Bahasa does not provide classmates



Classes are in Central Jakarta and South Jakarta



Tuition Fee

The enrolment and tuition fee for class in Jakarta are as follows:

a. Enrollment Fee : IDR 300,000/ person

b. Tuition Fee

Individual Class	:	IDR 540,000/ session
A class of 2 students	:	IDR 810,000/ session
A class of 3 students	:	IDR 1,012,500/ session
A class of 4 students	:	IDR 1,080,000/ session

Payment Methods

1. **Payment link**, Credit card distance payment (PREFERRED)
2. **Telegraphic transfer** to Wisma Bahasa bank account:
WISMA BAHASA
0261978141
Swift code: BNINIDJA
PT. BANK NEGARA INDONESIA
JL. ADISUCIPTO 137 YOGYAKARTA 55281
3. **PayPal** account: PayPal.Me/wismabahasa
4. **Cash**, at Wisma Bahasa Finance Office (only in Yogyakarta)

Notes:

- * We apply payment in advance for personal account
- * The payment is non-refundable
- * Finance & administration offices are open for inquiries and services at 08.00 – 16.00 Monday to Friday.
- * in case the payment is made by bank transfer, please send us the copy of the remittance.

Cancellation Policy

- * Any cancellation must be made one day prior and is informed to Wisma Bahasa staff during working hours.
- * Class cancellation notification less than 24 hours before class commencement is subject to a 50% charge. WB gives the exception to those who are engaged in emergencies.
- * Both student and Wisma Bahasa have the right to terminate the service agreement for any reason, including ceasing services already underway. If Wisma Bahasa ends its service provision, it will make a 100% refund on the remaining sessions. Wisma Bahasa does not offer reimbursement to the student if the student terminates the agreement, where service is deemed to have already been provided and is already underway for all intents and purposes. If after the payment in advance is made, the agreement is terminated by the student before the service is underway, there shall be a refund of 75% for the unused services.

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**LEARNING
BAHASA
INDONESIA IS
BEST WITH US.**
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With four decades of experience teaching bahasa Indonesia and local languages, Wisma Bahasa has all the learners need to master the target language with the system convenient for them.

No matter what language you are speaking, we will deliver the lesson in your own enjoyable and memorable way.



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