Institut d’Études Politiques de Paris
“Science Po”
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The University

The Institut d’Études Politiques de Paris, commonly called Sciences Po, is a multicultural institution, where over one-third of its 7,500 students are international. Sciences Po is an urban campus composed of seventeenth- and eighteenth-century buildings in the heart of Paris. Its neighbours include ministries, embassies, corporate headquarters, publishing houses, the Assemblée nationale... in short, many centres of French decision-making. Sciences Po benefits from this proximity to leaders from the private and public spheres who often address students on a variety of issues. Make the most of this rare opportunity not only to improve your language skills, but above all to embrace new ways of thinking and living, and to set yourself new life goals. Lecturers, professionals and academics will help you in this respect by broadening your intellectual horizons.

Sciences Po was established in February 1872 as the École Libre des Sciences Politiques by a group of French intellectuals, politicians and businessmen. Following defeat in the 1870 war and the demise of Napoleon III, these men sought to reform the training of French politicians. Politically and economically, people feared France’s international stature was waning due to inadequate teaching of its political and diplomatic corps. ELSP was meant to create a new generation of statesmen and leaders. The school developed a humanistic and pragmatic teaching program: instructors included academics as well as ministers, high civil servants, and businessmen. New disciplines such as International Relations, International Law, Political Economy and Comparative Government were introduced. In August 1894, the British Association for the Advancement of Science spoke out for the need to advance the study of politics along the lines of ELSP.

On 9 October 1945, two entities were created from ELSP: Fondation nationale des sciences politiques (National Foundation of Political Science) or FNSP and Institut d'études politiques de Paris (Paris Institute of Political Studies) or IEP Paris. The name Sciences Po was applied to both entities, which inherited the reputation previously vested in ELSP. The curriculum and methodology of the ELSP were also the template for creating an entire system of institutes of political studies (Institut d'études politiques) across France, namely in Strasbourg, Lyon, Aix, Bordeaux, Grenoble, Toulouse, and then in Rennes and Lille.

Sciences Po has undergone significant changes in the 21st century. The institute has introduced a compulsory year abroad component to its undergraduate degree, and now offers a multilingual curriculum in French, English, and other languages. New campuses have been set up in Nancy, Dijon, Poitiers, Menton and Le Havre. Sciences Po also set the length of its undergraduate program to three years and its graduate program to two years in line with the Bologna Process.

In the THES Ranking 2006 Sciences Po was rated 52nd of the best universities worldwide. In September 2007, Sciences Po was rated the 8th best university in the world by the annual higher education survey conducted by the École des Mines de Paris, thus placing it above both Oxford and Yale. In 2008 Sciences Po ranked 11th, below Oxford and just above Yale.
**Sciences Po International Office**

The International Office is the equivalent to UCC’s International Education Office. Their job is to help international students with any enquiries they may have. Please go there if you need any assistance.

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**Student Services Centre (‘L’accueil administratif’)**
This department will assist you in completing your student registration, obtaining your student card, signing up to the social security scheme as well as taking out complementary health insurance. It is also the department which deals with scholarships and financial support.

To find out more:
www.sciences-po.fr/formation/inscriptions.htm
accueil.administratif@sciences-po.fr
Tel: +33 (0)1 45 49 55 72
The Institut is located in the heart of the city, in Saint Germain des Prés in the 6th arrondissement. This district is famous for its intellectual spirit. One of the many advantages of studying here is the garden situated within the very walls of Sciences Po; it is the ideal place to discuss with fellow students and to read over the summer months.

Since the 17th century, Saint Germain des Prés has been the centre of literary and artistic life in Paris. Famous painters such as Delacroix and Manet, and writers such as Racine and Balzac, have left their mark here. Today, art and culture continue to flourish in this part of Paris. Three of its best-known cafés, ‘Les Deux Magots’, ‘Le Flore’ and the ‘Brasserie Lipp’ are authentic symbols of Parisian culture. The elite of philosophy and music met in these cafés: Jean-Paul Sartre and Simone de Beauvoir, Jacques Brel, Georges Brassens and Serge Gainsbourg to name but a few. It was the centre of the existentialist movement, as illustrated by the presence of Sartre and de Beauvoir.
At walking distance from all the ministries and the Assemblée Nationale, the French Parliament, Sciences Po is well integrated into the district. Its buildings are located in adjacent streets creating a unique urban campus atmosphere. Many of these locations used to be private residences, some of them built in the 17th century. They are all part of the history of the city. Visitors will appreciate looking at their façades, stairs, ceilings, mirrors and chimneys.

The 6th arrondissement is also home to Montparnasse; Paris’s Latin quarter; the Jardin du Luxembourg and the Luxembourg Palace, seat of the French Senate; and Pont Neuf, the oldest bridge in Paris. World-class historical and cultural attractions (the Louvre, Notre Dame, Musée d’Orsay, the Sorbonne, the National Museum of the Middle Ages-Cluny) are also within walking distance.

**Accommodation**

**The Accommodation Office**

Sciences Po’s Accommodation Office is there to provide advice on how to find accommodation. It can put you in touch with organizations and individuals who rent out rooms. The Accommodation Office is open to you from Monday to Friday, 9 h 30 - 12 h 30. It’s located at 9 rue de la Chaise, 75007 Paris.

For additional help or information, contact Sylvie Césarine at 01 45 49 51 24, or by email at sylvie.cesarine@sciences-po.fr.
For further information: www.sciences-po.fr/formation/inscriptions/logement/

A comprehensive list of apartments, student dormitories, host families, and other residence options is available here: http://www.sciences-po.fr/formation/inscriptions/logement_anglais/liens_utiles.htm

The **Student Bureau** (“Bureau des Elèves” BDE) publishes a list of accommodation ads which can be accessed online after registration (€10 per year and free for scholarship and grant holders). For more information: www.bdescpo.info

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**Private Student Residences**

Sciences-Po is not a residential campus, so it does not offer university housing. You should plan on making your search for housing your principle activity during the first days of your stay, and make sure that you come well-prepared with any financial documentation, guarantees, and certificate of admission from Sciences Po. While the university cannot provide you with housing, they will be happy to assist you in finding accommodation in Paris. During the Welcome Program, staff will be on hand to advise you, help you find listings, and speak with landlords and agents. The Accommodation Office can also provide a list of resources and assist you with procedures.

If you are participating in the Welcome Program in September, Sciences Po will reserve some bedrooms in the International residential campus in Paris. For more information, please visit the Welcome Program information page. If you are simply arriving to Paris early, book into **temporary lodgings** for the first month of your stay. You can find a list of "foyers", hostels, and reasonable hotels in our [Welcome Guide](#). Make your reservations early, because September and October are very busy months.

Before starting your search for permanent housing, you must decide on the type of place you will need. Explore different neighborhoods, and don't be afraid to follow metro and bus lines further out from the center in order to find better deals.

**For lower budgets (less than €500 per month):**
"Chambres de bonne", or maids’ quarters, are a good solution. Most of these are on the top floors of buildings with no elevators, and have a surface area of around 15 square metres. They are sometimes equipped with kitchenettes and a private shower, but toilets are usually shared.

Share accommodation with other students or young professionals. Larger apartments are usually easier to find, and by sharing common areas you can bring the cost of rent down considerably. We can put you in touch with other students at Sciences Po whom you can contact in order to search together.
Student residence halls in the city are a possibility, but you will need to send your application in early. Fill out a form called the "Dossier Social Etudiant" and send it between January and April. You can send your form either by mail or via the internet: http://dse.ac-paris.fr. Allocation is based on financial criteria.

**For middle- to high-range budgets (more than €500 per month):**

Students generally look for studios and apartments through real estate agencies, newspaper ads, or on specific housing web sites. The listings you find on the web are likely to be the most up-to-date, and will sometimes provide photos. Some of the ads are placed by owners, but some are through agents, who will usually charge you one months' rent for their services.

Some of the more popular web sites you may consult are:
- www.pap.fr
- www.seloger.com
- www.appartager.fr
- www.colocation.fr
- www.fusac.fr
- www.lemonde.fr
- www.liberation.fr
- www.annoncesjaunes.fr

The CROUS "Logement en ville" office works as an intermediary between owners and students looking for rooms, studio apartments or two-roomed flats. "Logement en ville" is free; you can benefit from their assistance once you arrive in Paris by showing a registration certificate or your student card. Offers from the "Logement en ville" have to be answered immediately; they cannot be sent by mail nor communicated by phone. You will have access to them at 12 noon daily on the notice board of the "Point Logement" in the CROUS de Paris (39, avenue George Bernanos, 75005 Paris, RER (B): Port Royal).

There are some private student residence facilities available through an association you can contact at http://www.adele.org . These buildings are often new and offer furnished apartments and extras, so you will need to make a reservation many months before your arrival.

Upon signature of the lease, you usually must pay…

- A month’s rent in advance.
- The security deposit: this ensures you respect your obligations, such as payment of repairs that the tenant is responsible for. On termination of the lease, the landlord must return the deposit to you after having deducted any money justifiably owed to him. For unfurnished rentals, it amounts to two months’ rent exclusive of maintenance fees.
• Intermediary’s fee: no payment is due to a real estate agent until the landlord and the tenant sign the lease. For unfurnished rentals, the fees for drawing up the lease are split between the landlord and the tenant.
• Fees for drawing up a schedule of condition: for unfurnished rentals, unless an agreement is made between the tenant and the landlord (or the real estate agent), the schedule of condition is drawn up by an attorney and the cost is split between the tenant and the landlord. Pay particular attention to how it is drawn up to avoid any dispute on termination of the lease.
• Your apartment insurance: you must take out a policy with the insurance company of your choice.
• Water, gas and electric utility connections; telephone connection if desired.

Once you have moved in, in addition to the rent, monthly expenses must also be paid that may or may not be included in the maintenance fees (water, gas, electricity, heating, telephone) and in many cases the residence tax (la taxe d'habitation).

Housing Grants

You may be eligible for French government grants which will help with the cost of housing. The state-subsidized "Caisse d'Allocation Familiale" (CAF) provides rent rebates for all students, regardless or their nationality or income, if their residency permit lasts more than four months. The CAF can reimburse students up to half the rent of your apartment. These rebates are called APL (Aide Personnalisée au Logement) or ALS (Allocation au Logement à caractère Social). Sciences Po organizes sessions to help students fill in the forms for APL and ALS.

www.caf.fr

Learn more about the CAF here: http://www.caf.fr/wps/portal/etudiants/jeuneschercheurs/candidatures

Read about other aid and allowances here: http://www.sciences-po.fr/formation/inscriptions/logement_anglais/financement.html

Cost of Living

These are some examples of what you might spend in one month during your time in Paris:

• Accommodation: approx. €600 (including water and electricity)
• Food: €200 - €250
• Culture (books, newspapers), entertainment: €100 - €120
• Transportation: €30 -€70 depending on the zone and package chosen
Keep in mind that Paris is an expensive city, and be watchful for bargains and special deals. Here are a few things to keep in mind when it comes to money:

**Food budget:** €50 to €100 a week

**Grocery shopping:** Bigger supermarkets (like Franprix, Monoprix, Prisunic, Ed, Shopi, Auchan, Carrefour) tend to be much cheaper than corner shops

**Restaurants:** A typical lunch costs between €10 and €15. However, you can pick up a sandwich for €4.

**CROUS restaurants:** As a student, you can go to any CROUS (roughly translated as Regional Centers for Universities and Social Programs). Consult their web site for locations and information: www.crous-paris.fr. They have very cheap student cafeterias where a full lunch can cost as little as €3, but you may have to queue. Sciences Po itself has two cafeterias where you can buy sandwiches, salads, pies, croissants, and beverages at reasonable prices.

**Cafés:** You can have a coffee (Parisian students' main fuel) for €1, unless you sit in a fancy café where prices can be as high as €5 for specialty coffees. Soft drinks generally start at €3, and alcohol at twice that.

**Two French symbols:** "French baguettes" and "croissants" cost about 83 cents and €1 respectively.

**Transportation:** With the ImaginR card (for under 25s), you will spend €29 a month for all public transportation.

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**Transport**

**Getting There**

**From Cork:**
Aer Lingus flies directly to Charles De Gaulle International Airport Paris.

**From Dublin:**
Aer Lingus and Air France fly directly to Charles De Gaulle International Airport Paris, while Ryan Air flies to Beauvais Airport about an hour outside Paris (a bus service takes you directly to the heart of Paris).
From Shannon:
Ryan Air flies to Beauvais Airport about an hour outside Paris (a bus service takes you directly to the heart of Paris).

There are other options, such as flying via London and taking a connecting flight or the Euro Star, but considering the amount of luggage you will be carrying and the abundance of directly flights to Paris from Ireland, the above may be the most convenient routes.

To reach campus:

- From Roissy-Charles de Gaulle, take the RER B to Saint-Michel-Notre Dame, then the metro 4 to Saint-Germain-des-Prés.
  OR
- Take the Roissybus to the Gare de l’Est, then the metro 4 to Saint-Germain-des-Prés.

- From Orly, take the RER B to Denfert-Rochereau, then the metro 4 to Saint-Germain-des-Prés.
  OR
- Take the Orlybus to Denfert-Rochereau, then the metro 4 to Saint-Germain-des-Prés.

Metro
- From Montparnasse, take 12 to Sèvres-Babylone or 4 to Saint-Germain-des-Prés
- From Saint-Lazare, take 12 to Rue du Bac
- From Gare du Nord, take 4 to Saint-Germain-des-Prés
- From Gare de l’Est, take 4 to Saint-Germain-des-Prés
- From Gare d’Austerlitz, take 10 to Sèvres-Babylone
- From Gare de Lyon, walk to Gare d’Austerlitz, then take 10 to Sèvres-Babylone

Getting Around

Car
It is generally a bad idea to drive in Paris if it can be avoided. Traffic is very dense, and parking tends to be difficult. Many Parisian households do not own cars.

Note that the driving rules in France differ greatly from most English-speaking countries. The major difference is that at roundabouts, traffic entering the roundabout has the right-of-way, unless the roundabout entrances are signposted otherwise: "Vous n'avez la priorité".

Unless you see that sign when entering a roundabout, you must prepare to give way/yield to all traffic entering the roundabout. This is the opposite from what occurs in the Ireland and most other English-speaking countries.
Walking
Walking in Paris is one of the great pleasures of visiting the City of Light. It's possible to cross the entire city in only a few hours, if you can keep yourself from stopping at numerous cafés and shops.

In fact, within a few years, walking and the Metro will be the only way to get around the very center of Paris. The Mayor's office has announced plans to declare the 1st, 2nd, 3rd, and 4th arrondissements totally car-free by 2012.

The smartest travelers take advantage of this walking-friendly city, and stay above ground as much as possible. A metro ride of less than 2 stops is probably best avoided, since walking will take about the same amount of time and you'll be able to see more of the city.

Trains and Subways
Paris has an excellent underground train system, known as the Métro (short for Chemin de Fer Métropolitain i.e. Metropolitan Railways). There are 16 lines (lignes) (1-14, 3bis and 7bis) on which trains travel all day at intervals of a few minutes between 5 AM and 1:30AM (Saturday night/Sunday morning: 02:30), stopping at all stations on the line. Line 14, which is fully automated, is called the Méteor. Scheduled times for first and last trains are posted in each station on the center sign.

The lines are named according to the names of their terminal stations (those at the end of the line). If you ask the locals about directions they will answer something like: take line number n toward "end station 1", change at "station", take the line nn toward "end station 2" etc. The lines are also color-coded.

There are three Métro stations near campus:
- Station Sèvres-Babylone (10, 12)
- Station Rue du Bac (12)
- Station Saint-Germain-des-Prés (4)

In addition, there are 5 train lines called RER A, B, C, D, E. RER trains run at intervals of about 6 - 7 minutes, and stop at every station within Paris. Although a regular subway ticket can be used within Paris (Zone 1), it is necessary to pass the ticket through the turnstile when passing between the subway and the RER lines, as the two systems are separate networks. This ticket is necessary to both enter and exit the RER networks, as the RER trains travel on to the Parisian suburbs, outside the zone where a regular subway ticket can be used. Beware that traveling outside the city center without a valid RER ticket will get you fined, and the packs of inspectors who roam the system show no mercy to tourists pleading innocence. In particular, CDG airport is not within the city, and you'll need to purchase a more expensive RER ticket to get there.
For travel outside of the Paris zone, the train arrival times are shown on a monitor hanging from the ceiling inside the RER station above the platform. Information about the stops to be made by the next train is presented on a separate board also hanging from the ceiling. It is important to check this board before boarding the train, as not all trains make stops at all stations on a given line.

RATP is responsible for public transport including metro, buses, and some of the high speed inter-urban trains (RER). The rest of the RER is operated by SNCF. However, both companies take the same tickets, so the difference is of little interest for most people except in case of strikes (because RATP may strike while SNCF does not, or the other way round). Current fares can be found at their website. Basically, as you move further from Paris, tickets get more expensive.

For the subway, a single ticket (ticket t+) costs €1.50; however, it is generally not advisable to buy tickets by the unit and to rather purchase a carnet of ten tickets, which can be bought for €11.10 at any station and will bring the price per ticket down to €1.11. The ticket is valid for unlimited metro, RER, bus and tram transfers during one hour. Tickets do not expire.

A 1-day ticket, a weekly pass, and a monthly pass are also available. The price varies according to the zones for which the ticket can be used. The cheapest 1-day ticket, called Mobilis, is valid for zones 1-2, with a price of €5.60. Once bought, it is necessary to write in the spaces provided on the ticket: 1) the date the ticket is being used on (Valable le), 2) the last name (Nom), and 3) and the first name (Prénom). Unfortunately, although this ticket is valid for use for travel to/from Charles de Gaulle airport, it is not sold at the CDG train stations.

The weekly and monthly passes are called Carte Orange. The weekly pass is called Carte Orange Hebdomadaire (1 week pass, €16.30 for Paris and inner suburbs), and the monthly Carte Orange Mensuelle (1 month pass). Note that an Hebdomadaire starts on Mondays and a Mensuelle on the first of the month.

Although the Carte Orange is sold anonymously, it is non-transferable, and therefore requires the user to provide information on the pass after the sale. The initial Carte Orange must be bought from a RATP kiosk, and will come in two parts: a credit-card sized ID card and the actual magnetic ticket. You will need one small photograph to glue onto the ID card. You then write your last and first names in ink in the spaces provided on the ID card, and the number of the ID card in the space provided on the magnetic ticket. The Carte Orange is scheduled to be replaced with a similarly functioning magnetic pass called the Navigo Découverte. Although the Navigo Découverte is currently available, it costs €5 just for the pass, whereas the Carte Orange is free.

Boat
There are several excellent boat services which makes use of the Seine. Although many are aimed at tourists, they also provide easy, cheap transport to much of central Paris, as well as excellent photo opportunities. You can buy a day or 3-day ticket and hop on and
off the boat as needed. The boats take a circular route from the Eiffel Tower, down past the Louvre, Notre Dame, and botanical gardens, then back up the other bank past the Musee D'orsay.

Skating and Cycling
Paris is the Mecca of city skating. This is due to the large, smooth surfaces offered by both the pavements and the roads. Skating on the pavement is legal all around Central Paris (zone 1) and its suburbs (zone 2+).

Renting or buying a bike is a very good alternative over driving or using public transport. Riding a bike anywhere in the city is far safer than in any city in Ireland. The French are very conscious of cyclists. The city government has taken a number of steps in improving the safety and efficiency of the urban cyclist, establishing separated bike lanes, and introducing a policy of allowing cyclists to share the ample bus lanes on most major boulevards.

Paris also has many riversides which are perfect for cycling as well. The Paris bike network now counts over 150 km of either unique or shared lanes for the cyclist. In addition, the narrower, medieval side streets of the central arrondissements make for rather scenic and leisurely cycling, especially during off-hours of the day when traffic is lighter.

Note that while the streets of Paris are generally fairly easy on novice cyclists, there are some streets in the city that should be avoided by those who do not have sufficient urban cycling experience. Rue de Rivoli, Place de la Bastille, and Place de la Nation are particularly hairy, especially during weekdays and the Saturday evening rush, and should not be navigated by anyone not confident in their ability to cycle in heavy traffic. Avenue des Champs-Elysées, Place de l'Étoile, and Voie Georges Pompidou (the lower-level express lanes along the banks of the Seine) should be avoided at all times.

Bus
Since the Métro is primarily structured around a "hub and spoke" model, there are some journeys for which it can be quite inefficient, and in these cases it is worth seeing if a direct bus route exists.

The Parisian bus system is quite tourist-friendly. It uses the same single-ride tickets and Carte Orange as the Métro, and electronic displays inside each bus tell riders its current position and what stops remain, eliminating a lot of confusion.

*The following bus routes stop near or on campus:*
39, 63, 68, 69, 70, 83, 84, 86, 87, 94, 95

Visit www.ratp.fr for more transportation information and to choose a reduced fare package.
These same payment devices are also valid in the Noctilien, the night bus, where tickets normally cost €2.70. Noctambus routes all begin on the hour at Chatelet and run to outlying areas of greater Paris. It pays to know your Noctambus route ahead of time in case you misses the last Métro home. Women travellers should probably avoid taking the Noctambus on their own.

Another option for travellers who want to see the sights of Paris without a stop on every street corner is the Paris L’Open Tour Bus, an open-topped double-decker bus that supplies headsets with the most up-to-date information on the attractions in Paris. Your ticket is good for 4 routes ranging in time from 1-2 hours. Get off when you want, stay as long as you need, than back on the bus and head for another site. You can purchase tickets at the bus stop.

**Taxi**

Taxi are comparatively cheap, especially at night when there are no traffic jams. They are, however, not nearly plentiful enough. In the daytime, it is not always a good idea to take a taxi, as walking or taking the metro will often be cheaper and faster. If you know you will need one to get to the airport, or to a meeting, it is wise to book ahead by phone.

Remember if a taxi is near a 'taxi station', they're not supposed to pick you up except at the station where there may be people waiting for a taxi. Taxi stations are usually near train stations, big hotels, hospitals or large crossings.

As in many other cities, a taxi can be difficult to stop; you may have to try several times. When you do get a taxi to stop, the driver will usually roll down his window to ask you where you want to go. If the driver can't (or doesn't want to) go where you want, he might tell you that he's near the end of his work day & can't possibly get you where you want before he has to go off-duty.

There is a €5.50 minimum on all taxi rides, mandated by city law, but the meter does not show this amount, which can result in being asked to pay more than the metered amount on short rides. Frequently the taxi driver will not want to drive you all the way to the doorstep, but will prefer to let you out a block or so away if there are one or more one-way streets to contend with. Try to look at this as a cost-savings rather than an inconvenience. You should pay while still seated in the cab.

The driver will not let you sit in the front seat (unless there are 3 or 4 of you, which possibly won't go over so well). Taxi-drivers come in all types, some nice, some rude, some wanting to chat, some not. Smoking in taxis is generally not allowed, however it might be that the taxi driver himself wants a cigarette, in which case the rule might become flexible.

Many drivers prefer that you avoid using your mobile phone during the ride; if you do have to, make an apologizing gesture or sound. A tip is included in the fare price. If
you're especially satisfied with the service, you can give something (basically 10%), but you don't have to. There is an extra charge for baggage handling.

If for any reason you wish to file a complaint about a Paris taxi, take note of the taxi's number on the sticker on the left hand backseat window.

A map of the campus area can be found at http://www.sciences-po.fr/formation/plan_scpo.pdf

**Admissions Procedures**

You must apply through UCC and be nominated to Sciences Po in order to continue with the application processes. The application deadline is in early May.

**Academics**

**Academic Calendar**

**Autumn Semester:**

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<th>First three weeks of September</th>
<th>Welcome programme for international students</th>
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<tr>
<td>First week of September</td>
<td>Online academic enrollment: 01/09 and 02/09 Exchange student (undergraduate program)</td>
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<tr>
<td>Third week of September</td>
<td>Beginning of lectures (undergraduate program and master program)</td>
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<tr>
<td>Last week of September</td>
<td>Beginning of classes – Foreign Language (undergraduate program)</td>
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<tr>
<td>Early December</td>
<td>Online academic enrollment for the Spring semester</td>
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<td>Third Friday in December</td>
<td>End of classes autumn semester</td>
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<td><strong>Christmas holidays : lasting two weeks from approximately 21st December to 2nd January</strong></td>
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<td>First week of January</td>
<td>Revisions for exams</td>
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<td>Second and third week of January</td>
<td>Exam period for the first semester (undergraduate program and Master program)</td>
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<td>Fourth Week of January</td>
<td>Grand Oral Exams</td>
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Spring Semester

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<th>Event</th>
<th>Description</th>
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<tr>
<td><strong>Last week of January</strong></td>
<td>Beginning of classes (undergraduate program and master program)</td>
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</tbody>
</table>
| **Winter holidays**: one week in late February/early March | - *Easter Saturday*- closed  
- *Easter Monday*- closed |
| **Spring holidays**: one week in late April/early May | - *Saturday May 1st*: Labour day  
- *Saturday May 8th*: War victory 1945  
- *Thursday May 13th*: Ascension day |
| **Middle of May**                    | End of classes Spring semester                                              |
| **Third week of May**                | Re-scheduled classes and revision                                           |
|                                      | - *May 24th*: Pentecost                                                    |
| **Late May/Early June**              | Exam period for the second semester (undergraduate program and master program) |
| **Second Week of June**              | Grand oral exams                                                            |

*Note*: Saturdays are potential class days, and can be used for examinations in the morning or afternoon. Students shall therefore wait until examination dates are published (15 days after classes start) before planning vacations.
Courses of Study

Sciences Po offers a unique set of courses to Erasmus students intended to promote an international and comparative study of France and Europe as a whole. These courses are offered in several departments: history, economy, geography, international relations, political science, and sociology.

Students may take any number of courses that seems reasonable. A student who completes 45 ECTS credits (equivalent to one years’ study) will receive a certificate.

Language Tuition

French language classes are free of charge. Students wishing to enroll in classes taught in French (which is strongly encouraged) will have to have a proficiency level of Level 2 at Sciences Po. You can either submit your proficiency results or sit the exam online.

Library Facilities

Founded in 1871, the nucleus of the school’s research is Bibliothèque de Sciences Po, which "houses" 650,000 books about social sciences and 4,500 journals and annual publications, although only approximately one fifteenth of these is available to students at any given time. The Bibliothèque is also the hub of the Documentary Service which maintains 18,000 press dossiers on a wide range of sub-topics, and which gathers abstracts and indexes some 10,000 articles from 1,200 periodicals each year.

Sciences Po’s library hosts the richest social sciences collection in Continental Europe. A few facts: 520,000 books, 18,000 press reviews and 11,000 periodicals; 23km of shelves; over 250,000 books are borrowed every year; and 1,500 visitors a day.

Further information: www.bibliotheque.sciences-po.fr
Contact: info.docum@sciences-po.fr

Other Facilities

Internet/WIFI

At Sciences Po, you will enjoy unlimited Internet access in all the IT rooms. What’s more, most buildings in Paris and on the regional campuses are equipped with Wifi. Students are strongly recommended to have their own computer to support them in their studies. Further information on computing resources and how to install wireless access onto your computer, visit: http://cri.sciences-po.fr/

For technical assistance: +33 (0)1 45 49 53 95
The Foreign Language Lab
Sciences Po has two foreign language labs that provide students with tools to improve their foreign language skills (grammar, vocabulary, listening comprehension, preparation for the TOEFL and IELTS tests, etc). These labs also organise one-to-one language training given by professional teachers (English, German, Arabic, Spanish, Italian and French).

56, rue des Saints-Pères, room 306
Phone: +33 (0)1 45 49 54 40

The Cartography Workshop
This workshop produces graphical and cartographical material requested by teaching staff, and trains students in map-making. A large collection of useful maps and graphics is also available.
Further information: www.sciences-po.fr/cartographie

The Audiovisual Service
This service provides a number of services to students and teaching staff: film-making (technical assistance), video-conference transmission, film viewing, language lab and public speaking practice.

56, rue des Saints-Pères, 2d Floor

Learning to speak in public
A specially equipped studio offers students the opportunity to improve their public speaking skills. Individual coaching sessions using a camera are organised under the guidance of a teacher (helpful for preparing exposés, interviews, oral exams, vivas etc). This service is offered in French, English, German and Spanish.

56, rue des Saints-Pères, Area D, 2d Floor

The Careers Service: Sciences Po Avenir
‘Sciences Po Avenir’ is Sciences Po’s careers service dedicated to helping students find internships and their first job, and providing careers guidance. It organises job fairs, company presentations, pre-recruitment activities, workshops and information sessions. Its purpose is to assist students in making career choices and to provide support during work placements. It advertises for more than 6,000 internship and job offers each year.
For further information: info.avenir@sciences-po.fr
www.sciences-po.fr/avenir/

ECTS Credit Transfer System
The European Credit Transfer and Accumulation System is a student-centred system based on the student workload required to achieve the objectives of a programme, objectives preferably specified in terms of the learning outcomes and competencies to be acquired.
ECTS is based on the principle that 60 credits measure the workload of a full-time student during one academic year. The student workload of a full-time study programme in Europe amounts in most cases to around 1500-1800 hours per year, and in those cases, one credit stands for around 25 to 30 working hours.

ECTS makes study programmes easy to read and compare for all students, local and foreign. ECTS facilitates mobility and academic recognition. ECTS helps institutions to organise and revise the study programmes and to adapt to the national and international requirements of academics and makes European higher education more attractive for students from other continents.

Welcome Programme

A Welcome Programme is organised for international students prior to the beginning of every semester. It gives students the opportunity to familiarise themselves with the teaching style used at Sciences Po and to consolidate their French language skills. The programme includes a welcome information session, French language teaching, training in methodology and visits around Paris. The classes allow students to prepare for the types of oral and written exercises that they will be asked to do during the course of their studies. French and international students assist newcomers in their administrative tasks (registration, accommodation) and organise activities allowing them to get to know each other and discover the city.

The Welcome Programme has two main objectives:

- To help students familiarize themselves with the academic expectations at Sciences Po. Every culture has its specificities as to how to present oral and written work. Students will feel more comfortable if they are introduced to these cultural specificities before the beginning of regular courses. The Welcome Programme allows them to practice these skills with Sciences Po teachers, without pressure (the results of the Welcome Programme do not appear in the student transcript).
- To help the students feel “at home” and find their way around Sciences Po; visit the library; get information and support for housing, administrative registration, course registration, how to obtain a “carte de séjour” (residency permit), how to open a bank account, etc; to help the students discover Paris through a variety of activities and outings organized in the city and its surroundings, enabling students to socialize and discover the capital.

Students receive both French and methodology classes in 2 hour sessions. The general framework is as follows:

- French classes (14 hours per week)
- Practical and methodology training (4 hours per week)
- Cultural and extra-curricular activities (visits, shows, group meals, etc.)
help with practical and administrative matters

This programme has an additional cost of €170 for spring semester (two weeks in February) and €250 for fall semester (three weeks before the beginning of the semester).

Please be aware that participation in the Welcome Programme is compulsory for some programmes. Find out if this is the case by contacting your programme’s coordinator. For further information: www.international.sciences-po.fr

Practical Information

Residence Permit Application
As an EU resident, you do not need to apply for a residence permit or a “carte de sejour.”

Student offices

- First aid assistance:
  Christelle Welter
  27, rue Saint Guillaume (at the «péniche»)
  Phone: + 33 (0)1 45 49 59 99
  Monday to Thursday: from 8.30AM to 1PM and from 2PM to 5.30PM
  Friday: from 8.30AM to 1PM and from 2PM to 4.30PM
  For emergencies outside working hours, please refer to a porter.

- Counseling and Psychological Services
  This service is there to help students experiencing personal problems, regardless of whether these are linked to their studies or not. Dr Didier Destal, psychiatrist, holds his surgery at 13, rue de l’Université, room 209, is available on Tuesdays and Fridays from 5 to 7PM. He also redirects students to colleagues counselling in languages other than French.

Health Insurance and Social Security
EU students should bring a European Health Insurance Card (EHIC) obtained from the health insurance services in their home country. If medical expenses are incurred, this will enable the student to be reimbursed by the Sécurité Sociale offices. In case of hospitalisation, presentation of this form will exempt students from payment.

Students also have the option of going the étudiants internationaux de plus de 28 ans (The students Social System, which gives cover to students under 28). For an annual fee of around €186, they will cover 70% of medical fees and between 35 to 65% of medicines. In some cases they may even partially cover dental and eye care.
Whatever their country of origin, the responsibility is on the student to take out insurance for such risks as accidents, repatriation, damage caused to third parties, etc.

Students in private rented accommodation are required to take out household insurance.

The “mutuelle” is a complementary health insurance scheme, allowing for greater reimbursements of medical expenses. Subscribing to a “mutuelle” is not compulsory. The cost of such a complementary insurance may vary between €84 and €340 per year (in 2008–2009). Any student under 28 is eligible to join a “mutuelle.” For further information: www.lmde.fr & www.smerep.fr

For more information on the individual services they offer, simply search “Paris mutuelles” in any search engine.

In France, every student under 28 years old is required to register for the student social security system. Registration is valid for the whole year and costs €195 (2008-2009). The only exceptions to this obligation are:
- French students under 20 years old
- Students from the European Economic Area who are holders of the European health insurance card. This card should be requested at the social security office in your country of residence, at least 2 weeks before travelling to France.

Students who have been awarded a CROUS or Eiffel scholarship are exempt from paying for social security. However, this does not apply to students with an Emile-Boutmy scholarship.

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**Student Matters**

**Student Life**
The entire political spectrum is represented in the Student Union: UNEF (left), InterZaid-Fac Verte, Nouvelle Donne, UNI (right) and Sud Etudiant (far left). Delegates are elected each January by the students.

**Student societies**
Each year, over sixty student societies help to liven up student life at Sciences Po. No matter what the topic is: political, humanitarian, artistic, they allow students to get together to exchange ideas and share their interests with the wider student community.

Active participation in student societies is very much in line with Sciences Po’s overall educational philosophy as it offers students opportunities to develop skills and attitudes
that form part of this ethos. These include acquiring the ability to express oneself in public, dealing with complexity, demonstrating intellectual courage and developing civic spirit. The many different societies gain formal accreditation at the beginning of each academic year through a democratic procedure in which all students at Sciences Po take part.

For further information: www.sciences-po.fr/formation/etudiants/associations/

The ‘Bureau des élèves’ (BDE)
Sciences Po’s Student Bureau is right at the centre of student life. It organises events, trips and parties. It also provides its members with housing and job lists and distributes free newspapers. Tickets to all major events are sold at unbeatable prices. Its office is a cosy place to come and relax. It’s open to everyone!

Web: www.bdescpo.info
Tel: +33 (0)1 45 49 51 96

Sports at Sciences Po: ‘L’association Sportive’
The Sciences Po Sports Society offers the possibility for students, teaching staff and alumni to practice over 30 different sports. It also takes part in French University Sports Federation competitions, European tournaments, inter-IEP championships as well as putting on parties, including the unmissable Sciences Po Gala.

Web: www.as-scpo.com
Tel: +33 (0)1 45 44 22 67 / +33 (0)1 45 49 54 38

The Arts at Sciences Po: Bureau des Arts (BDA)
The BDA is the place to be for all artistic activities, tickets for shows, theatre and musicals, artistic and literary encounters, drawing classes, theatre, improvisation and music. It also organises two of Sciences Po’s most renowned yearly cultural events: the Journée Dédicaces and the Semaine des Arts.

Web: www.bdarts.org
Tel: +33 (0)1 45 49 59 02

Student unions
There are various unions who represent the different student interests and make proposals to the university board: UNEF, Interzaide, Nouvelle donne, La CÉ: le nouveau syndicat étudiant, UNI and SUD-étudiants.
Student Tips
Erasmus is full of excitement and adventure, but also uncertainty and nerves. Although the International Education Office in UCC and the International Office in Paris will help you as much as possible, nothing can beat the experience of being in your shoes. So here are some tips and tricks from UCC students who have studied in Paris.

Academic Matters:
- Take the chance to learn new things.
- Try and take some courses that allow you to learn more about French life, culture, history, or literature. You’ll never have quite the same opportunity in Ireland.
- Exam structure is very different; continuous assessment is limited.
- Most French students generally only study one subject in their degree, not two.
- Keep up with your reading!

Accommodation:
- Accommodation in Paris can be very difficult to find.
- Bed linen is not supplied - a sleeping bag is handy when you arrive, and for travelling.
- Always look through the peephole before answering the door.
- Bring pictures of home to put on the walls.
- Bring a 2-pin plug adaptor for any Irish electrical products.

Travel:
- Remember generally the earlier you book flights, the cheaper they are.
- Some clubs organise really cheap day and overnight trips.
- If you are coming home for Christmas, it is a good time to bring back excess luggage.
- Taxis can be very expensive.
- SNCF’s under-26 discount is a good idea if you plan to travel by train.
- Beware of scammers organizing trips for international students as a way to steal deposit money. Make sure all events are school-sanctioned.

Bureaucracy:
- Bring multiple photocopies of any documentation you might need.
- Bear with the bureaucracy. It’s probably more than you are used to in Ireland, but the majority of form-filling will be finished by the end of the first month.
- EU citizens do not need a Carte de Séjour.
- Patience is helpful.
- It is a good idea to carry some sort of ID with you at all times.

Social:
- If you intend to join a sports club, it is advised to get a medical cert off your doctor before you leave Ireland.
● Buy local newspapers and magazines, and listen to local TV, radio, and music.
● Immerse yourself in the culture!
● French students have a different manner than Irish students. Do not be offended if they do not come up to you; it may take some time to get to know them.
● There is a great international student community.

**General:**

● Bring a good French dictionary.
● Unlock your mobile phone before you leave Ireland if you want to put a French SIM card in it.
● Brings some books in English. Although you can buy some English language books in France, they can be expensive, and it is handy to have some for travelling and for when you first arrive.
● Look into phone cards – they are one of the cheapest ways to phone home.
● If you have a laptop and Internet access in your accommodation, look into getting Skype or other Internet phone packages.
● Set up Internet banking.