

Admission Rules and Regulations for the Sciences Po Bachelor's Programme

Mindful of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC;

Mindful of Decree no. 2016-24 of 18 January 2016 relating to the *Institut d'études politiques de Paris*;

Mindful of Decree no. 2018-368 of 18 May 2018 conferring the rank of bachelor's degree to the undergraduate diploma of the *Institut d'études politiques de Paris*;

The Board of the *Institut d'études politiques de Paris* hereby adopts the following Rules and Regulations by Decision of 30 June 2020.

The Board of the *Institut d'études politiques de Paris* hereby amends the Rules and Regulations by Decision of 20 September 2022:

Article 1 – Subject

These Rules and Regulations lay down the Procedure for admitting Candidates applying for the Bachelor's programme.

Article 2 – Definitions

The following terms (with an initial upper-case letter) are defined as follows:

“Bachelor’s”: The higher education programme leading to the bachelor's degree pursuant to the aforementioned Decree of 18 May 2018, and completed over three years at *IEP de Paris*, in accordance with the procedures laid down by the Sciences Po Academic Rules and Regulations.

“Candidate”: The student preparing for the first time in the calendar year of their registration, or, as appropriate, for Candidates from an institution in the southern hemisphere, the student having obtained during the last term of the calendar year prior to their registration, the French *baccalaureate* or a foreign secondary-school diploma equivalent to the French *baccalaureate*.

Exceptionally, any student having obtained the *baccalaureate* during the twelve (12) months prior to the submission date of their Application Form shall be authorised to participate in the Admission Procedure, subject to meeting all of the following requirements:

- They must not have been enrolled for all or part of the twelve (12) months in an institution of higher education or in an institution preparing them for the Admission Procedure;
- Demonstrate that, during the year in question, they have been fully engaged in an activity such as civilian or military service, or a humanitarian, voluntary, professional or cultural activity, or that they were prevented from taking part in the Admission Procedure during the year in which they were preparing for the *baccalaureate* on health grounds.

“Application File”: All the documents listed on the Portal, which must be sent by the Candidate to Sciences Po.

“Written Application”: The documents listed on the Portal, to be used for a qualitative assessment of a Candidate's academic record, the specific features of that record, the Candidate's reasons for applying to Sciences Po, and the Candidate's ability to express their personal thoughts in writing in a concise manner. The Written Application shall be an integral part of the Application File.

“IEP de Paris”: The *Institut d'études politiques de Paris*, which is managed administratively and financially by the *Fondation nationale des sciences politiques* pursuant to Article L. 758-1 of the French Education Code.

“Admissions Panel”: The body appointed, pursuant to Article 4 of the IEP de Paris By-laws established by the aforementioned Decree no. 2016-24 or any subsequent instrument serving the same purpose, by the Director of *IEP de Paris* and presided by a university professor. The Panel shall have the following membership:

- The Director of *IEP Paris* or his/her representative;
- Teaching staff of Sciences Po;
- Members of the Sciences Po management team appointed by the Director of *IEP de Paris*.

“Admission Score”: The final score awarded to a Candidate by the Admissions Panel at the end of the Admissions Procedure.

“Parcoursup”: The national pre-registration platform for access to introductory courses in undergraduate university education, as established by Decree no. 2018-172 of 9 March 2018 and any subsequent instruments serving the same purpose, used by Candidates from French secondary schools to apply for the Bachelor’s programme. It is worth noting that:

Parcoursup is managed in a fully independent manner from Sciences Po. In this respect, *Parcoursup* may develop its own procedures for managing its platform. More specifically, Candidates are hereby informed that *Parcoursup* may, acting under its sole responsibility, either rank Candidates or amend any ranking that may have been issued by Sciences Po.

“Sciences Po Platform”: The Sciences Po secure platform allowing only Candidates from foreign institutions awarding the equivalent of the French general *baccalaureate* to apply for the Bachelor’s programme.

“Portal”: Refers either to *Parcoursup*, for Candidates from French secondary schools, or to the Sciences Po Platform for Candidates from foreign institutions awarding the equivalent of the French general *baccalaureate*.

“Admission Procedure”: The examination procedure, starting when the Candidate submits his/her Application File and ending when the results are published. If successful, the Candidate is admitted to the Bachelor’s programme. This Admission Procedure shall not apply to Candidates seeking to apply for a double degree.

“Sciences Po”: Refers interchangeably to *IEP de Paris* and/or *Fondation Nationale des Sciences Politiques*.

“Pathway”: The specific rules applicable to Candidates, in order to take account of their specific circumstances and guarantee equal access to learning and higher education. Three pathways have been created within this framework:

- The pathway open to all Applicants from French secondary schools (excluding students enrolled in schools that have signed a priority education agreement with Sciences Po, who have taken part in the skills-building workshops offered in their school and who have opted for the specific pathway open to them);
- The pathway open to candidates who have completed their entire schooling in French secondary schools that have signed a priority education agreement with Sciences Po, pursuant to Article L. 621-3 of the French Education Code, and who have taken part throughout in the skills-enhancement workshops offered in their school;
- The pathway open to all Candidates from a foreign institution awarding an equivalent to the French general *baccalaureate*.

CHAPTER I: GENERAL PROVISIONS APPLICABLE TO ALL PATHWAYS

Article 3 – General principles

3.1 Compliance with the rules, regulations and number of applications authorised

Upon submission of their Application File, Candidates undertake to comply strictly with all of these Rules and Regulations. Otherwise, their Application File may be rejected by Sciences Po at any time during the Admissions Procedure.

Each Candidates shall be allowed to take part in the Bachelor programme admission procedure only once. Moreover, Candidates shall be allowed to submit their Application File for one pathway only.

3.2. Application requirements

By submitting their Application File on the Portal, Candidates undertake, under their own responsibility, to provide complete and truthful information. Should any information be missing or incomplete, the Application File shall be considered incomplete, whereupon it shall not be processed by Sciences Po.

Furthermore, should the Candidate be found to have provided inaccurate information, his/her application shall automatically be excluded from the Bachelor admission procedure. Additionally, in the event of misrepresentation, fraud or attempted fraud, the Candidate shall be liable to sanctions that may include forfeiting the right to admission into Sciences Po for an unlimited period of time, without prejudice to any legal action that may be taken against that Candidate.

Without prejudice to any referral for disciplinary proceedings, should Sciences Po find plagiarism in a Candidate's Written Application, the assessor may award that Candidate a score of 0 in the qualitative analysis of the Written Application defined in Article 4.1.1.2 hereunder.

By way of reminder, plagiarism is the act of copying, borrowing, imitating or plundering an author by improperly crediting oneself with passages of that author's work. "Author" should be understood in the broadest sense: recognised author, teacher, student, etc. "Work" shall be understood as any published writing, mimeograph (photocopied text) or report, regardless of how it is disseminated (in writing, orally, on the Internet, on television, etc.).

3.3. Double-degree admission procedure

These Admission Rules and Regulations shall not deal with double-degree admissions, which are governed by specific agreements signed with French or foreign universities or institutions of higher education. All provisions related to these procedures are available on the Sciences Po website.

3.4. Application fees

Application fees must be paid for the application to be validated and processed by Sciences Po. However, application fees shall be waived for candidates benefiting from a secondary school bursary, upon presentation of the relevant supporting documents.

It is worth noting that any fees validly paid to Sciences Po shall accrue to the latter, including where the admitted Candidate ultimately declines to enrol in the Bachelor's programme, in case of a rejected or incomplete Application File, or in case of a decision not to admit the Candidate.

3.5. Disabilities

A Candidate with a disability may, where applicable, be granted access to special accommodation arrangements, subject to submission of the supporting documents specified on the Portal, pursuant to the procedures laid down in the said Portal.

3.6. Personal data

Provisions on personal data are contained in the annex to these Rules and Regulations (Annex 1).

Article 4 - General organisation of Admission Procedure and admission criteria applicable to all Pathways

4.1. The Admission Procedure

The Admission Procedure shall be supervised by the Admissions Panel.

The Admission Procedure shall comprise a first part, based on an analysis of the quantitative and qualitative results of the Application File, whereupon a score shall be awarded on a scale of 60, pursuant to the procedures set out in point 4.1.1.

Candidates who have obtained a score out of 60 equal to or higher than an A grade, as determined by the Admissions Panel after assessing the results and considering the quality of the applications, shall, in accordance with the procedures set out in section 4.1.2, sit for an oral interview as the second part of the Admission Procedure and will be graded on a scale of 20.

Only Candidates who have completed both parts of the Admission Procedure and obtained an Admission score out of 80 (sum of the score out of 60 and the score out of 20) equal to or higher than a B grade set by the Admissions Panel at its sole discretion, upon assessment of the results and consideration of the quality of the applications, shall be duly admitted.

The A and B grades set by the Admissions Panel may not be lower than a score set each year by the Director of *IEP de Paris* for each of the Pathways, and notified on the Portal prior to launching the procedure for submission Application Files.

Candidates with a score out of 60 lower than the A grade and those with a score out of 80 lower than the B grade shall not be admitted.

4.1.1. Assessment of the Candidate's quantitative and qualitative results

4.1.1.1. Procedures for quantitative assessment of *baccalaureate* grades are outlined in Chapters 2, 3 and 4 of these Rules and Regulations, specifying the procedures applicable to each Pathway.

Application Files shall be quantitatively assessed with a score out of 20.

4.1.1.2. In addition to the quantitative assessment, for each Written Application submitted via the Portal, a thorough qualitative assessment shall be conducted for the following aspects:

- The Candidate's academic performance and secondary-school (*lycée*) track record, i.e. particularly the Candidate's scores or grades during his/her secondary education, his/her progress capacity, and assessments by his/her teachers. Two (2) examiners each shall award a score out of 10, both of which shall be summed up out of a total score of 20;
- The consistency of the Candidate's profile with the values of Sciences Po, specifically with regard to his/her writing skills as expressed in the Written Application and his/her personal motivations. Two (2) examiners each shall award a score out of 10, both of which shall be summed up out of a total score of 20.

4.1.1.3. Upon completion of all these operations, the Candidate shall be awarded a score out of 60 composed of the sum of the score mentioned in 4.1.1.1 and the scores mentioned in 4.1.1.2. In order to guarantee equality between Candidates, in the event of substantial differences in scores between examiners, the Admissions Panel may equalise the grading.

4.1.2. Interview

The oral interview will be conducted remotely by any existing means (videoconferencing, etc.) following the procedures specified on the Portal, before a committee composed of two (2) members of Sciences Po's teaching staff and/or administrative staff, appointed by the Director of *IEP de Paris*, pursuant to Article 4 of the *IEP de Paris* By-laws established by the aforementioned Decree no. 2016-24 or any subsequent instrument serving the same purpose.

The overarching goal of this interview is to assess the Candidate's presentation skills, assess the Candidate's analytical skills, the relevance of the information provided by the Candidate in his/her Application File, verify the consistency between the Candidate's personal motivations and Sciences Po's core values, particularly for the Bachelor's programme, as well as, where applicable, whether his/her level of English or French is sufficient to be admitted to the Bachelor's programme. The Sciences Po Bachelor's programme may require a level of English or French to participate in courses, a minimum level of English or French may be required, depending on the programme

in which the training is delivered. The list of programmes in English and French are available on the Sciences Po website.

At the end of the test, the interview committee shall complete a scale of assessment of the Candidate's performance and award a score out of 20. In order to guarantee equality between Candidates, in the event of substantial differences in scores between the committees, the Admissions Panel may equalise the grading.

Candidates are hereby reminded that it is strictly forbidden for them to record the interview by any means, particularly by smartphone or an external recorder.

4.2. Awarding the Admission Score

Upon completion of the Admission Procedure and, where applicable, the equalisation adjustments mentioned in points 4.1.1.3 and 4.1.2, the Admissions Panel will award the Candidate an Admission Score of between 0 and 80, by summing up score out of 60 mentioned in point 4.1.1.3 and the score out of 20 mentioned in point 4.1.2.

4.3. Notification of results

The lists of Candidates admitted by applying the procedures outlined in point 4.1 and, for each of the Pathways, in Chapters II, III and IV hereunder, shall be available on the corresponding Portal.

It is worth noting that the decision on admission to the Bachelor programme shall be valid:

- Subject to the condition precedent that the Candidate notifies Sciences Po, within fifteen (15) working days from publication of the results of the French secondary education *baccalaureate* obtained during the 1st session or a foreign secondary-school diploma equivalent to the French general *baccalaureate*, a copy of the attestation of successful completion or any other document justifying successful completion of the said diploma;
- For the academic year immediately following the date of the Admissions Panel's decision, unless an exemption is exceptionally granted by the Director of *IEP de Paris*.

Candidates shall be responsible for founding out their results and any other related information, and therefore, Sciences Po shall not be held liable for any delay in this regard.

4.4. Induction

Admitted Candidates shall receive an offer of admission from Sciences Po via the Portal. Thereafter, Candidates shall confirm their willingness to enrol at Sciences Po by the deadline indicated to them and follow the enrolment procedure in order to start the academic year within the required timeframe.

Article 5 - Appeals

Within two months of publication of the admission results, each Candidate may challenge this decision either by lodging an informal appeal to the Director of *IEP de Paris*, or an administrative appeal to the Administrative Court of Paris. However, Candidates shall not challenge the sovereign authority of the Panel, the examiners or interview committee to assess their merits and the value of their performance.

CHAPTER II: PATHWAY FOR CANDIDATES FROM FRENCH SECONDARY SCHOOLS

Article 6 – Application requirements and processing of Application Files

6.1. Application requirements

With the exception of Candidates from French secondary schools that have signed a priority education agreement with Sciences Po and taken part in the skills-building workshops organised by their schools, who may opt for the Pathway defined in Chapter III of these Rules and Regulations, all Candidates from French secondary schools must take the Pathway outlined in this Chapter II.

6.2. How to submit an Application File

The Application File shall be submitted via *Parcoursup*, on the dates notified on the latter. The documents to be included in the Application File are listed on the Portal. The list of documents requested from all Candidates may be amended within a reasonable time prior to the deadline for submitting the Application File. Additional documents may be requested from any Candidate on a case-by-case basis.

6.3. Communications with Candidates

It is worth noting that the usual means of communication for the Admission Procedure shall be the Portal and electronic communications. Candidates must therefore have a valid e-mail address.

Candidates must check their e-mail and the Portal frequently throughout the Admission Procedure. No Candidate may invoke non-receipt of an email in the event of a dispute.

Article 7 – Specific organisation of the Admission Procedure

7.1. Assessment of Candidate's quantitative data

Besides qualitative assessment of the Application File, a quantitative assessment shall be carried out pursuant to Article 4.1.1.1 of these Rules and Regulations. In this respect, Sciences Po shall use the *Parcoursup* inbuilt decision support tool, which can be used to obtain a score equivalent to the *baccalaureate* results. It is worth noting that Sciences Po shall only use the decision-making tool to consider the quantitative aspects of the Candidate's academic record, i.e. the scores, grades and/or averages obtained in the *baccalaureate* examinations and in secondary education.

7.2. Admissions Panel

The list of Candidates admitted to the first year of the Bachelor's programme shall be established by the Admissions Panel. As stated in point 4.1, in exercising its sovereign authority to assess the merits of Candidates, the Admissions Panel may, upon consideration of the results of the tests, set a grade B as minimum admission score that is higher than the minimum score earlier indicated on the Portal. Candidates shall be notified accordingly on the Portal. Candidates with an admission score equal to or higher than the grade-B minimum admission score set by the Admissions Panel shall be admitted.

The Admissions Panel may draw up a "waiting list" of Candidates composed of Candidates with an admission score slightly below the grade-B minimum admission score mentioned in the previous paragraph, and who may be called upon, in descending order, depending on the spaces still available at Sciences Po or likely to be freed up by admitted Candidates.

**CHAPTER III: PATHWAY FOR CANDIDATES FROM FRENCH SECONDARY SCHOOLS IN A
PRIORITY EDUCATION AGREEMENT WITH SCIENCES PO AND WHO HAVE PARTICIPATED
IN SKILLS-BUILDING WORKSHOPS AT THEIR SCHOOLS**

Article 8 – Application requirements and processing of Application Files

8.1. Application requirements

Candidates who have pursued all of their studies at one or more French secondary schools having signed a priority education agreement with Sciences Po, pursuant to Article L. 621-3 of the French Education Code, and who have taken part in all of the skills-building workshops organised at their school, may submit their application via the Pathway provided for in this Title III.

8.2. How to submit an Application File

The Application File shall be submitted via *Parcoursup*, on the dates notified on the latter. The documents to be included in the Application File are listed on the Portal. The list of documents requested from all Candidates may be amended within a reasonable time prior to the deadline for submitting the Application File. Additional documents may be requested from any Candidate on a case-by-case basis.

8.3. Communications with Candidates

It is worth noting that the usual means of communication for the Admission Procedure shall be the Portal and electronic communications. Candidates must therefore have a valid e-mail address.

Candidates must check their e-mail and the Portal frequently throughout the Admission Procedure. No Candidate may invoke non-receipt of an email in the event of a dispute.

Article 9 – Specific organisation of the Admission Procedure

9.1. Assessment of Candidate's quantitative data

Besides qualitative assessment of the Application File, a quantitative assessment shall be carried out pursuant to Article 4.1.1.1 of these Rules and Regulations. In this respect, Sciences Po shall use the *Parcoursup* inbuilt decision support tool, which can be used to obtain a score equivalent to the *baccalaureate* results. It is worth noting that Sciences Po shall only use the decision-making tool to consider the quantitative aspects of the Candidate's academic record, i.e. the scores, grades and/or averages obtained in the *baccalaureate* examinations and in secondary education.

9.2. Admissions Panel

The list of Candidates admitted to the first year of the Bachelor's programme shall be established by the Admissions Panel. As stated in point 4.1, in exercising its sovereign authority to assess the merits of Candidates, the Admissions Panel may, upon consideration of the results of the tests, set a grade B as minimum admission score that is higher than the minimum score earlier indicated on the Portal. Candidates shall be notified accordingly on the Portal. Candidates with an admission score equal to or higher than the grade-B minimum admission score set by the Admissions Panel shall be admitted.

The Admissions Panel may draw up a "waiting list" of Candidates composed of Candidates with an admission score slightly below the grade-B minimum admission score mentioned in the previous paragraph, and who may be called upon, in descending order, depending on the spaces still available at Sciences Po or likely to be freed up by admitted Candidates.

CHAPTER IV: PATHWAY FOR CANDIDATES FROM A FOREIGN INSTITUTION AWARDING AN EQUIVALENT TO THE FRENCH GENERAL BACCALAUREATE

Article 10 – Application requirements and processing of Application Files

10.1. Application requirements

Candidates from a foreign institution awarding an equivalent to the French general *baccalaureate* must file their applications following the provisions of this Chapter. Candidates with several *baccalaureate*-equivalent diplomas, at least one of which is awarded by a French secondary school, shall not be allowed to use the Pathway provided for in this Chapter IV. They will have to submit their application on *Parcoursup* and apply the provisions of Chapter II or III of these Rules and Regulations, depending on their situation.

10.2. How to submit an Application File

The Application File shall be submitted via the Sciences Po Platform, on the dates notified on the latter. Application Files by Candidates from foreign institutions awarding an equivalent of the French general *baccalaureate* shall not be accepted if submitted by any other means or after the deadline.

The documents to be included in the Application File are listed on the Sciences Po Platform. The list of documents requested from all Candidates may be amended within a reasonable time prior to the deadline for submitting applications. Additional documents may be requested from any Candidate on a case-by-case basis.

10.3. Electronic contact details and due diligence requirement

It is worth noting that the usual means of communication for the Admission Procedure shall be the Portal and electronic communications. Candidates must therefore have a valid e-mail address.

Candidates must check their e-mail and the Portal frequently throughout the Admission Procedure. No Candidate may invoke non-receipt of a letter or an email in the event of a dispute.

Article 11 – Specific organisation of the Admission Procedure

11.1. Assessment of Candidate's quantitative data

Besides qualitative assessment of the Application File, a quantitative assessment shall be carried out pursuant to Article 4.1.1.1 of these Rules and Regulations. In this respect, Sciences Po shall assess the quantitative aspects of the applicant's academic record, scores and grades, equivalent to the French *baccalaureate* or any other standardised test, that can be used to assess the Candidate's level.

11.2. Admissions Panel

The list of Candidates admitted to the first year of the Bachelor's programme shall be established by the Admissions Panel. As stated in point 4.1, in exercising its sovereign authority to assess the merits of Candidates, the Admissions Panel may, upon consideration of the results of the tests, set a grade B as minimum admission score that is higher than the minimum score earlier indicated on the Portal. Candidates shall be notified accordingly on the Portal. Candidates with an admission score equal to or higher than the grade-B minimum admission score set by the Admissions Panel shall be admitted.

<i>Annex 1 - Provisions applicable to personal data shared in the Admission Procedure</i>
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Data processing roles and aims under the General Data Protection Regulation 2016/679 (“GDPR”)

Sciences Po shall serve as data processing officer (DPO) for the personal data entrusted to it by Candidates on the Website for the purposes set out below and for the data produced by the institution for the selfsame purposes.

Candidates hereby acknowledge and authorize Sciences Po to subcontract data processing to any other legal entity for services associated with the purposes set out below. In this respect, Sciences Po agrees to ensure that its data processor(s) comply with the same personal data protection obligations as those binding on Sciences Po.

The Ministry of Higher Education, Research and Innovation (MESRI) shall serve as DPO on the *Parcoursup* national platform. With regard to Sciences Po using the decision-making tool provided by *Parcoursup*, MESRI shall serve as Sciences Po’s data processor, within the meaning of the GDPR.

Data processing aims - Data shall be collected on the Platform in order to:

- Manage admission programmes at Sciences Po (i.e. collecting and processing Candidates requests to a training course, assessing Application Files, organising interviews, communicating results, awarding bursaries, considering Candidates with disabilities, for the purposes of organising orals and possibly schooling in the event of admission);
- Scientific research of a public interest;
- Surveys and statistics with a view to managing and improving the services and academic programmes offered by the school. This aims is consistent with Sciences Po’s legitimate interest as described in Article 6.1.f of the GDPR.

Lawful processing of personal data - Personal data shall be processed using data from the Application File and the Candidate’s Written File, as the case may be, on the following legal grounds:

- Consent by the data subjects (pursuant to Article 6.1.a of the GDPR);
- Performance of the higher education public service mission entrusted to Sciences Po (pursuant to Article 6.1.e of the GDPR);
- Sciences Po’s legitimate interest as described in Article 6.1.f of the GDPR.

The decision to admit you to a Sciences Po course shall not be taken solely on the basis of automated processing, within the meaning of Article 22 of the GDPR.

Data recipients - All or part of the data in the Candidate’s Application File and Written File shall be sent to:

- Sciences Po,
- The interview committee and examiners of the Written Applications,
- The Admissions Panel,
- Online payment companies for payment of any application file fees,
- The Ministry of Higher Education, Research and Innovation,
- The service providers used for the Admissions interview (e.g.: Videoconferencing tool, Institutional collaborative tool).

Type of data collected - For the purposes of the Admission Procedure, the Candidate's personal data shall be collected in the Application File completed on the Portal. By completing the Application File, Candidates agree that Sciences Po may process their personal data for the purposes set out hereinabove. More particularly, the personal data collected on the Portal shall include:

- Identity and civil status,
- Contact details,
- Official documents (identification papers, etc.);
- Identification and login data (student national identifier, Portal identifier, Applicant identifier, IP address, data for tracking access to the Portal, etc.);
- Personal life (family status, etc.);
- School, academic and professional life (CV, education, training, etc.);
- Economic and financial information (bursaries, scholarships, data required for payment of the application, etc.);
- Disability data (binary Yes/No question and description of accommodation required, etc.);
- Image data.

Data retention, archiving, destruction - Data on tracking of access to the Portal shall be retained for the legal period of one year and destroyed on expiry of same. Data used to manage admissions shall be kept at least for the duration of the Admission Procedure and the duration of appeals, as specified in Article 5, and, for some of them, for up to 10 years in Sciences Po's current archives (according to the periods of administrative usefulness and legal requirements, as Sciences Po is subject to the rules on archiving administrative documents under Law No. 78-753 of 17 July 1978). Personal data of admitted candidates shall be stored in Sciences Po's training management tools. Data used for scientific research of a public interest shall be kept in the current database until the end of the research project or its publication and may then be transferred to intermediate archives such as research data warehouses, after the data has been anonymised.

Rights - Sciences Po is committed to protecting the privacy and reputation of Candidates: Sciences Po shall expressly refrain from processing personal data in such a way that the use thereof may be considered as infringement of their privacy, a risk to their reputation or any other prejudicial use. Under the GDPR, Candidates shall have a right to information, as well as to access, rectify and delete their data, the right to object to and limit the processing of data carried out on the basis of the Application Files hosted on the Portal and the right to establish directives on post-mortem handling of their data.

It is worth noting that, for the specific purposes of admissions management, which is a prerequisite for enrolment in a Sciences Po course:

- By exercising their right of access to documents relating to the algorithmic processing used, Candidates may only access information relating to the criteria and procedures for examining their application;
- Given that the above-mentioned data are necessary for the Admission Procedure, any request to delete the Candidate's data or account shall result in the Candidate being excluded from the Admission Procedure;
- Should a Candidate object to the processing of his/her data, his/her Application File shall not be considered and, consequently, his/her enrolment at Sciences Po shall not be processed. Candidates who object to their data being processed under the Admissions Procedure shall be deemed to have withdrawn their application.

In order to exercise their data processing rights or should they have any questions, Candidates should contact the Admissions Department (admissions@sciencespo.fr) and/or the Sciences Po Data Protection Officer (cnil@sciencespo.fr). In the second instance, Candidates may contact the French data protection authority (CNIL).

Automated data processing - The first part of the Admissions Procedure, involving the quantitative results and an initial qualitative assessment of the Application File, shall be carried out by means of automated data processing, making it possible to establish an initial ranking of the Application Files. Candidates shall understand that the entire Admission Procedure at Sciences Po, through assessment of Application Files, shall not result in a fully automated admission decision.

Candidates shall be duly notified of:

- How their applications were assessed on the Sciences Po website and in these Admission Rules and Regulations (particularly Article 5);
- The general criteria for assessing applications on the Sciences Po site.

On an optional basis and where necessary, information on the initial ranking of Application Files may be provided on the Sciences Po Site.