

Signature charter for research publications

The signature of a scientific publication helps ensure the recognition and visibility of the authors, as well as the research units hosting them and the institutions that house them.

In order to increase this visibility, in 2016 Sciences Po decided to develop a signature charter for research publications defining a few simple rules. This charter covers the entire community involved in Sciences Po's research output.

The signature mentions the identity of the authors and their affiliation.

The identity is "Name Surname".

The affiliation includes two pieces of information: "Sciences Po" and the "Name of the research unit".

When this unit is also part of "CNRS" (which is the case for UMR – joint research units – and UAR – research support units), this third piece of affiliation information is added to the signature, regardless of the author's status.

Finally, the signature ends with the words "Paris", "France".

The two most common cases at Sciences Po are:

1. People affiliated with a Sciences Po research unit (CHSP, Law School, medialab, OFCE)

"Name Surname", "**Sciences Po**", "**Name of the research unit (Acronym)**", "Paris", "France".

2. People affiliated with a research unit associated with CNRS (CERI, CEE, CSO, Department of Economics, CRIS, CEVIPOF, CDSP)

"Name Surname", "**Sciences Po**", "**Name of the research unit (Acronym)**", "CNRS", "Paris", "France".

Below are sample signatures in French and English for the eleven Sciences Po research units as well as for the crosscutting programs (Liepp and AxPo).

A few specific instructions are also attached to this document to help you fine-tune your signature, namely for PhDs and associate researchers.

Please read them and adopt the signature model that Sciences Po has provided you.

Signature for the various centers

CDSP

Français

Prénom Nom, Sciences Po, Centre de données socio-politiques (CDSP), CNRS, Paris, France.

English

Name Surname, Sciences Po, Center for socio-political data (CDSP), CNRS, Paris, France.

CEE

Français

Prénom Nom, Sciences Po, Centre d'études européennes et de politique comparée (CEE), CNRS, Paris, France.

English

Name Surname, Sciences Po, Centre for European Studies and Comparative Politics (CEE), CNRS, Paris, France.

CHSP

Français

Prénom Nom, Sciences Po, Centre d'Histoire (CHSP), Paris, France.

English

Name Surname, Sciences Po, Center for History (CHSP), Paris, France.

CERI

Français

Prénom Nom, Sciences Po, Centre de recherches internationales (CERI), CNRS, Paris, France.

English

Name Surname, Sciences Po, Center for International Studies (CERI), CNRS, Paris, France.

CEVIPOF

Français

Prénom Nom, Sciences Po, Centre de recherches politiques (CEVIPOF), CNRS, Paris, France.

English

Name Surname, Sciences Po, Center for Political Research (CEVIPOF), CNRS, Paris, France.

CRIS

Français

Prénom Nom, Sciences Po, Centre de recherche sur les inégalités sociales (CRIS), CNRS, Paris, France.

English

Name Surname, Sciences Po, Centre for Research on Social Inequalities (CRIS), CNRS, Paris, France.

CSO

Français

Prénom Nom, Sciences Po, Centre de sociologie des organisations (CSO), CNRS, Paris, France.

English

Name Surname, Sciences Po, Center for the Sociology of Organizations (CSO), CNRS, Paris, France.

Department of Economics

Français

Prénom Nom, Sciences Po, Département d'économie, CNRS, Paris, France.

English

Name Surname, Sciences Po, Department of Economics, CNRS, Paris, France.

Law School

Français

Prénom Nom, Sciences Po, École de droit, Paris, France.

English

Name Surname, Sciences Po, Law School, Paris, France.

médialab

Français

Prénom Nom, Sciences Po, médialab, Paris, France.

English

Name Surname, Sciences Po, medialab, Paris, France.

OFCE

Français

Prénom Nom, Sciences Po, OFCE, Paris, France.

English

Name Surname, Sciences Po, OFCE, Paris, France.

LIEPP (only for doctoral students and postdoctoral fellows recruited on the LIEPP budget)

Français

Prénom Nom, Sciences Po, centre de rattachement (acronyme), CNRS [si pertinent], LIEPP, Paris, France.

English

Name Surname, Sciences Po, center of affiliation (acronym), CNRS [if applicable], LIEPP, Paris, France.

AxPo (for the director of AxPo)

Français

Prénom Nom, Sciences Po, centre de rattachement (acronyme), CNRS [si pertinent], AxPo, Paris, France.

English

Name Surname, Sciences Po, center of affiliation (acronym), CNRS [if applicable], AxPo, Paris, France.

AxPo (for AxPo postdoctoral fellows)

Français

Prénom Nom, Sciences Po, centre de rattachement (acronyme), CNRS [si pertinent], AxPo, Paris, France.

English

Name Surname, Sciences Po, center of affiliation (acronym), CNRS [if applicable], AxPo, Paris, France.

General recommendations

The signature is on a **single line** (i.e. it only comes in one form, with all the affiliation elements on a single line. There are no long or short forms of the signature – just a single signature).

The affiliation has a **top-down hierarchical structure** and **each element of the affiliation must be separated by a comma** (no "and" or "et").

The first two fields must be: Name then Surname of the author, home institution (i.e. Sciences Po).

The following fields must be completed in the following order: name of the research unit or center (followed, if applicable, by its acronym in parentheses), other supervisory body, address in the form of city, country.

Sciences Po's membership in the SPC alliance is mentioned in a footnote. **The supervisory authorities mentioned in the affiliation are those of the research unit and not those of the author of the publication.** FNSP researchers and lecturers and university professors and lecturers must therefore include CNRS in their signature if their unit is a joint one. Conversely, a CNRS researcher affiliated with a unit that is not a CNRS joint unit should not include CNRS as an affiliation.

In the event of **multiple affiliations**, the units are mentioned in **alphabetical order** and always separated by commas.

The complete postal address appears in the field reserved for the author's contact information (*corresponding author*, in a footnote or at the end of the article in most journals).

The correct form of the institution name is "**Sciences Po**" (not "SciencesPo", "Sciences-Po", "sciencespo", "Sciences Po Paris", "IEP Paris", etc.), regardless of the language in which it is written or published.

Specific note for associate doctors

This note concerns PhDs associated with one of Sciences Po's research centers who defended their thesis at Sciences Po and who are not affiliated with another institution of higher education (no position).

The signature is as follows:

"Name Surname", "**Sciences Po**", "Doctor associated with Name of research unit (Acronym)", "Paris", "France"

Or, if it is a UMR/UMS

"Name Surname", "**Sciences Po**", "Doctor associated with Name of the research unit (Acronym)", "CNRS", "Paris", "France".

Specific note for associate researchers

This note concerns researchers associated with one of Sciences Po's research centers and also affiliated with another higher education institution.

The signature consists of two lines. The first line includes the name, surname, and main affiliation. The second line reads: "Researcher associated with Sciences Po", "Name of the unit (Acronym)".

The signature is as follows:

"Name Surname", "Primary Affiliation"

"Researcher associated with Sciences Po", "Name of the unit (Acronym)".

Notes on funding and contracts

References to research funding and contracts (e.g. Labex, Idex, ANR, Horizon Europe, etc.) do not appear in the signature itself.

They must be mentioned in a footnote or at the end of the publication in accordance with rules set out in the grant agreements (e.g. Grant Agreement for European projects and ANR agreements).

Français

Remerciements : Ce travail a bénéficié d'une aide au titre de...

English

Acknowledgements: This work has received support under the...

Assistance

A monitoring group was created to answer any questions about the application of this charter and the signing of your publications.

Contact: signature.scientifique@sciencespo.fr

Digital identity

ORCID and IdHAL IDs are central to building researchers' digital identity, to referencing, and thus to the valorization of their research publications.

They notably reduce the risk of confusion and homonymy.

To help the academic community adopt ORCID and idHAL IDs, the library teams have produced a [practical guide](#) and supporting materials ([ORCID sheet](#), [idHAL tutorial](#)).

Delphine Lereculeur for ORCID (delphine.lereculeur@sciencespo.fr) and Noémie Musnik for idHAL (noemie.musnik@sciencespo.fr) are available to help you with anything you may need.