REQUIRED DOCUMENTS FOR CONTINUING STUDENTS

FOR ALL STUDENTS:

- All necessary information to establish eligibility to the European Economic Area resident and the total of income earned by the student’s tax household during the year 2020. As a guide and non-exhaustive: tax assessment on 2020 income for both parents (only for European Economic Area)
- For Minors (< 18 years old) at the time of registration: a parental authorization and a copy of passport or ID Card of both parents
- Proof of health insurance coverage:
  - for students already attached to the French National Health Insurance System, please provide a copy of your Ameli certificate (CPAM)
  - for EEA members (except France), please provide a copy of a European Health Insurance Card (EHIC) covering the whole duration of the academic year
  - if you are from Québec, please provide the RAMQ form
- Certificate 2022-2023 of the student life and campus contribution (CVEC)

For students from outside the European Economic Area only:

- The confirmation of the registration of your VLS-TS Visa or a copy of your French residence permit. For more information regarding visa and residence permit, please read our dedicated pages on our web site.

For scholarship holders:

- Proof of scholarship from Higher Education authorities: “attestation d’attribution conditionnelle du Crous 2022/2023”
- Proof of SciencesPo scholarship (e-mail/letter from bursaries service)
- Proof of scholarship from the French Government (Campus France), or an official letter from the company that will bear the cost of your tuition fees
PAYMENT OF TUITION FEES:

- Online payment by credit card (payment in one or in several installments):
  Check the box corresponding to this option at “step 3 – Payment” of your online registration and make the payment, online, with a credit/debit card

- Direct debit mandate (payment in one or in several installments):
  Only for those with a bank account within the SEPA zone
  ➢ Complete the bank account information (RIB) form
  ➢ Print, sign, date and upload the authorization mandate and a copy of your bank details (RIB) at “step 5 - Supporting documents”.
  ➢ Please also send the original copy of the mandate by mail to the:
    Registration Office
    13 rue de l’université
    75337 Paris

Bank transfer (payment in one installment):
  • Download Sciences Po bank account details (RIB) and set up a bank transfer. Please indicate the student surname, first name and student ID number on the bank transfer.
  • Upload the bank transfer receipt at “step 5 - Supporting documents” of the online registration process

Information: All the relevant information on tuition fees is also available on the Sciences Po’s Web Site:
http://www.sciencespo.fr/students/en/fees-funding/tuition-fees

Check our FAQ and user guide for the online administrative registration:
https://www.sciencespo.fr/students/en/study/handbook/administrative-registration.html