

**2024 UNIVERSITY PROGRAMME
POLICY FOR REFUNDS, COURSE MODIFICATION AND WITHDRAWAL**

TUITION FEES

Standard Refund Policy

In order to withdraw from the programme, students must inform the Summer School team by email at summer.school@sciencespo.fr, and must receive written acknowledgement of their withdrawal request.

The application fees (50 €) and deposit fees (600 €) are non-refundable.

Should a student withdraw from the programme, tuition fees will be refunded in accordance with the terms outlined below.

Date of withdrawal	Tuition fee refund (%)
45 or more days prior to the start of the session	90%
44-31 days prior to the start of the session	50%
30 days or less prior to the start of the session	No refund

The official start of each session is Orientation Day, and not the first day of class.

- All refunds are made in Euros. Sciences Po cannot refund any shortfalls due to exchange rate fluctuations.
- All refunds are made via bank transfer. Any transaction fees will be deducted from the amount to be refunded.

Standard Credit Policy

In the event of serious illness (unrelated to the Covid-19 pandemic) or visa refusal (unrelated to Covid-19 travel restrictions), a student may request a credit for 100% of their tuition fees instead of a refund. The Summer School team will evaluate the request for a tuition fee credit upon receipt of verifiable documentation. If the credit is granted, it may only be used for the following summer. The Summer School cannot guarantee the availability of courses from one session to the next.

If a student does not receive their Schengen visa in time, they will have to prove that the visa request was submitted to the French consulate at least 2 months prior to the start of the programme.

Course list

In June and July 2024, the Summer School plans to offer the French language track courses on campus, and some Social Sciences track courses on campus whilst others will be held online. All elective courses will be offered on campus. Two academic and professional workshops will be offered online, and one will be offered on campus.

- **June and July sessions (on campus):** French language track
- **June Session (on campus) – Social Sciences track:**
 - Media and Politics
 - Fighting Inequalities and Social Risks in the 21st Century: A Global Perspective
 - World Politics
 - Diplomacy in Times of Global Crises: Theory and Practice

- **July session (on campus) – Social Sciences track:**
 - The Age of Economists: Globalization, Growth and Inequalities
 - Racism, Identity and Diversity: Comparative Perspective
 - Sustainable Development and Climate Action: Global Challenges and Policy Options
 - Contemporary Challenges to Democracy
 - Human Rights Advocacy
 - Human Security

- **July session (online) – Social Sciences track:**
 - A Rising Invisible Majority? Capital, Labour, and the Welfare State in Contemporary Political Economy
 - Economics for a Better World
 - The European Union at a Crossroads: Issues and Policies

- **June and July sessions (on campus):** Elective courses
- **June and July sessions (on campus and online):** Academic and Professional workshops

If, for any reason, the Summer School is no longer able to offer its courses on campus, the Summer School reserves the right to cancel the courses or to move them online prior to the start of the programme.

- If the Summer School is not able to offer the **Social Sciences track** courses on campus, the classes will be moved online. Participants will receive a refund equivalent to the difference in tuition fees between an on-campus course (2600 €) and an online course (2100 €). If a student does not wish to participate in the programme online, they can opt to withdraw in accordance with the standard refund calendar outlined above. Participants in the on-campus Social Sciences courses should therefore be aware that any additional refunds (beyond the 500 € for reduced online tuition fees) will not be possible less than 30 days before the programme.
- If the Summer School is not able to offer the **French Language track** on campus, the classes will be cancelled. Participants will have the possibility to:
 - Transfer their registration to an online Social Sciences class (with a 500 € refund corresponding to the difference in tuition fees), but only if the eligibility criteria are met
 - Receive a 100% refund of their tuition fees
 - Receive a 100% credit of their tuition fees for the following summer

- If the Summer School is not able to offer the **elective courses or academic and professional workshop** on campus, the classes will be cancelled. Participants will

receive a 100% refund of the tuition fees paid.

COVID-19-SPECIFIC PROVISIONS

Before the start of the programme

If a student cannot travel to France due to government-imposed travel restrictions linked to the Covid-19 pandemic (imposed by France or another country), they will have the following options:

- Receive a 100% refund of their tuition fees
- Receive a credit for 100% of their tuition fees for the following summer

The Summer School will evaluate the request to benefit from the Covid-19-specific provisions upon receipt of verifiable documentation. The Summer School cannot refund any travel, accommodation, visa, or other fees undertaken by a student.

During and after the programme

Should a student test positive for Covid-19 during the programme, they must comply with the French health regulations in vigour at that time, including self-isolation and other requirements. Participants are responsible for any additional costs related to healthcare, accommodation, travel, etc.

Should a student fall ill with Covid-19 during the programme, they will not be eligible for a refund or credit for the following summer. The Summer School bears no responsibility for students following the end of the programme. If a student tests positive for Covid-19 during the programme and current regulations require them to self-isolate or respect other protocols that continue after the end of the programme, the student will have to respect the regulations and bear any associated additional costs.

COURSE CANCELLATION

In the event that the Summer School is obliged to cancel a core course, an elective course, or an academic and professional workshop, registered students will have the option to:

- Transfer to another course (depending on availability)
- Receive a 100% refund of the tuition fees of the cancelled course
- Receive a 100% credit of the tuition fees of the cancelled course for the following summer

This policy applies to both on-campus and online courses that may be cancelled by the Summer School. As previously specified:

- If the French Language track courses cannot be held on campus, they will be cancelled
- If the elective courses or academic and professional workshop cannot be held on campus, they will be cancelled
- If the on-campus courses from the Social Sciences track in the June and/or July sessions cannot be held on campus, they will be moved online, not cancelled

OPTIONAL FEES

Accommodation Fees

Optional fees regarding accommodation via **Atome My French Homestay** or **Colonies** are not managed by the Summer School. Any cancelations and/or refunds are managed directly by the organisation in question.

Activities

Payment for in-person activities must be made exclusively by credit or bank card on the Summer School's application platform. All payments for optional activities are non-refundable.

MODIFICATION OF CLASS REGISTRATION

Registration in a course (core, elective or workshop) is considered definitive, except for students in a French Language class whose final level will be determined by a placement test at the start of the session.

However, a student may submit a written request by email to summer.school@sciencespo.fr to change their course (core, elective or workshop) up until the start of the session. The Summer School team will consider such a request depending on availability in the requested class as well as the academic coherence of the request.

Students can register for an elective course or academic and professional workshop up until the start of the session, subject to availability in the courses.

After the start of the session, it is no longer possible to change core courses, except for students in the French Language track who may request to change levels. All such requests must be made by the end of the second French language class at the latest, and must be validated by the professors of both the initial and new levels.

After the start of the session, it is no longer possible to change elective courses. Should a student wish to withdraw from an elective course or an academic and professional workshop, they must submit a written request by email to summer.school@sciencespo.fr before the second class. If the withdrawal request is submitted in time, the course will be removed from their academic transcript. After the second class, the course will appear on their academic transcript with the specification "In Default". No refunds will be granted for withdrawals from an elective course or academic and professional workshop after the start of the session.