

PRE COLLEGE – SUMMER SCHOOL 2023

POLICY FOR WITHDRAWAL, CREDIT AND COURSE MODIFICATION

In 2023, the Pre-College Programme offers two sessions:

- **Session on-site** : July 8th to July 29th 2023, which takes place on the Reims and Paris campuses in residential format.
- **Online Session**: June 26th to July 6th, 2023, which takes place entirely online.

The following document will refer to either the residential Pre-College Programme or to the Online Session of the Pre-College Programme.

1. PROGRAMME FEES

RESIDENTIAL PROGRAMME

Pre-College Programme fees for the residential programme amount to **5,870 € for the on-site session**

Programme fees include:

- All courses, books, and study materials
- Accommodation and meals
- Excursions and activities
- Transportation during the programme

Programme fees do not include:

- Travel to and from France
- Medical insurance during your stay in France

> *Payment for the session*

- **Payment of a non-refundable deposit of 870 €.** This step must be completed within 2 weeks of receiving the acceptance email in order to reserve your spot in the programme. This deposit is deducted from the total fees of 5,870 €.
- **Payment of a remaining balance of 5,000 €, which must be completed at the latest by 16th May 2023.**

If the programme fees have not been fully completed the reserved spot in the programme will be forfeited.

ONLINE SESSION

Pre-College Programme fees for the Online Session amount to 1,230 €. Programme fees include all online courses, e-books and study materials required for the programme.

> *Payment for the Online Session*

- **Non-refundable programme fees of 1,230 € to be paid within 2 weeks** of receiving the admission email in order to reserve your spot in the programme. Beyond this date, your spot in the programme is not guaranteed.
 - **Payment must be completed at the latest by May 30th 2023.** If a student does not complete the full payment of the programme fees by the appropriate deadline, his or her spot in the programme will be forfeited.
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2. WITHDRAWAL FROM THE PROGRAMME

Deposit (when applicable)

The deposit of 870 € for the residential Pre-College Programme is strictly non-refundable. Likewise, the 50 € application fee is also non-refundable.

Standard refund Policy

- ***Full programme fees for the residential programme***

Once the programme fees for the residential Pre-College Programme have been fully paid, they are strictly non-refundable, in the case of the payment of the session (5 000 €).

- ***Online Session***

The Online Session programme fees of 1 230 € are strictly non-refundable. Likewise, the 50 € application fee is also non-refundable.

In the event of a serious illness or visa refusal (unrelated to Covid-19 travel restrictions), a student may **request a credit** for 100% of their tuition fees for the following Summer School. Refunds are not granted in these circumstances beyond the standard refund policy specified above. Sciences Po will evaluate the request for a tuition fee credit upon receipt of verifiable documentation. If granted, this credit may only be used the summer following the original registration. Sciences Po does not guarantee the availability of specific classes from one session to the next. In the case of credit for the following year, the student will either:

- *be eligible for the Pre-College Programme*: in this case, the student must inform the Summer School of their session of choice
- *no longer be eligible for the Pre-College Programme*: in this case, the fees will be credited for the University Programme.

3. COVID-19 PROVISIONS FOR SUMMER 2023 – RESIDENTIAL PROGRAMME

Changing format

In Summer 2023, Sciences Po plans to offer one session in residential format. If the local health situation prevents Sciences Po from holding the programme on campus, Sciences Po reserves the right to move the programme online at any time. In this case, the programme fees will be reduced.

Admitted students as well as partially and fully registered students before the date of format modification will have the choice to:

- participate in the online programme (if the programme has been fully paid, the difference in fees will be refunded),
- receive a 100% refund of their programme fees,
- receive a credit for the following summer.

Candidates who started an application before the date of format modification will be informed of the change and will have the choice to:

- maintain their application and, if admitted to the programme, participate in the online programme
- withdraw their application; as a result, their application will not be reviewed by the Admission Jury.

All candidates whose applications are reviewed and accepted by the Admission Jury after the date of format modification, will not be eligible to the refund policy mentioned above and the standard withdrawal policy will apply.

COVID-19 cases and refund provisions

Before the start of the residential programme

If a student cannot travel to France due to government-imposed travel restrictions (either by France or another country) in the context of the COVID-19 pandemic, or tests positive for COVID-19 within 72 hours of the start of the programme (including a partially or fully vaccinated participant), the Summer School will not accept the participant in the programme and he or she will have the following options:

- Receive a 100% refund of programme fees.
- Receive a 100% credit for programme fees for the following Summer School.

Sciences Po will evaluate the request to benefit from COVID-19 specific provisions upon receipt of verifiable documentation. Sciences Po cannot refund any airfare or train tickets, travel and/or medical insurance subscription, nor any visa fees.

During and after the residential programme

In case of a participant falling ill with COVID-19 during the residential programme, the student must comply with the French sanitary legislation, including isolation and repatriation, and must cover any additional costs related to healthcare, housing or travel.

A positive COVID-19 test is an irrevocable reason for suspension of participation in the programme (classes, activities, group meals). Parents and/or legal guardians will be required to collect the student in Reims or Paris as soon as possible and will cover any additional expenses related to the student's repatriation. Parents and/or guardians may designate and authorize another adult to pick up their child.

Being ill with COVID-19 during and/or extending after the end of the programme is not a condition to be eligible for a refund or a credit for the following summer. Sciences Po is no longer responsible for students after the end of the programme.

4. ELECTIVE COURSE ENROLMENT FOR THE RESIDENTIAL PROGRAMME

Enrolment in the elective course is secured once the first step of registration "Reserve your spot" is complete and the deposit for the programme is paid on the Summer School registration platform. The number of spots in each course is limited and allocation is done on a first come, first served basis. When an elective course reaches its full capacity, the course is no longer open to registration. If the initial choices of elective courses selected are no longer available, it is possible to select an elective course among the ones open to registration. The elective course status (available, limited availability or closed) will be updated on the [Summer School website](#).

However, a student may submit a justified written request to the [Summer School administration](#) to change their elective class up until 4 weeks before the start of the session. The Summer School team will consider this request depending on the availability of spots in the requested course and the academic coherence of the request. After that date, it is not possible to change elective courses.