## GENERAL INFORMATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Sciences Po Bordeaux</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal name</td>
<td>Institut d'Études Politiques de Bordeaux</td>
</tr>
<tr>
<td>Erasmus code</td>
<td>F BORDEAU37</td>
</tr>
<tr>
<td>Year founded</td>
<td>1948</td>
</tr>
<tr>
<td>Director</td>
<td>Dominique DARBON</td>
</tr>
<tr>
<td>Address</td>
<td>11 allée Ausone – Domaine universitaire 33607 Pessac Cedex France</td>
</tr>
<tr>
<td>Phone</td>
<td>+33 (0)556 844 252</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.sciencespobordeaux.fr/fr/index.html">http://www.sciencespobordeaux.fr/fr/index.html</a></td>
</tr>
<tr>
<td>Website for international students</td>
<td><a href="https://www.sciencespobordeaux.fr/en/international-students-and-programs.html">https://www.sciencespobordeaux.fr/en/international-students-and-programs.html</a></td>
</tr>
</tbody>
</table>

## INTERNATIONAL OFFICE INFORMATION

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Director of International Affairs                        | Dr Ludovic RENARD  
Email: l.renard@sciencespobordeaux.fr  
Phone: +33 (0)556 844 153 |
| International Cooperation Manager & Study Abroad Advisor | Mrs Delphine GOROSTIDI  
Email: d.gorostidi@sciencespobordeaux.fr  
Phone: +33 (0)556 844 315 |
| International Exchange Students Manager                  | Mrs Eléna DUBÀA  
Email: e.dubaa@sciencespobordeaux.fr  
Phone: +33 (0)556 844 308 |
| Financial Grants & EU Project Manager                    | Mrs Lucile MARTIN  
Email: l.martin@sciencespobordeaux.fr  
Phone: +33 (0)556 844 412 |
| International Relations Coordinator – English Taught Programs | Ms Carol LIN  
Email: c.lin@sciencespobordeaux.fr  
Phone: +33 (0)556 844 143 |
| Manager of financial aid for international student mobility | Ms Chloé GALY  
Email: c.galy@sciencespobordeaux.fr  
Phone: +33 (0)556 844 416 |
# APPLICATION PROCEDURE

## Nomination and application deadline

<table>
<thead>
<tr>
<th>Fall semester and full year students:</th>
<th>Spring semester students:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Nomination: May, 10</td>
<td>- Nomination: October, 10</td>
</tr>
<tr>
<td>- Application: June, 10</td>
<td>- Application: November, 10</td>
</tr>
</tbody>
</table>

## Nomination procedure

Partner universities must send an email to Delphine GOROSTIDI - d.gorostidi@sciencespobordeaux.fr - with the following details: Last Name; First Name; E-mail Address; Gender; Date of Birth; Track for which the student is nominated at Sciences Po Bordeaux (French or English) and Study period.

## Application fees

Waived for exchange students coming within a bilateral agreement between Sciences Po Bordeaux and their home institution. Free-mover and degree-seeking students, please contact the IR office.

## Language requirements

**FRENCH TRACK STUDENTS:**
We require a minimum of B1 level in French according to the CEFRL. We do not require an official French language certificate but trust our partner universities to check their nominated students' language level.
A certificate from a French language teacher is required for the student’s online application if the student does not have an official language certificate.

**ENGLISH TRACK STUDENTS:**
We require a minimum of B2 level in English according to the CEFRL (IELTS 6) when their level in French has to be under B1 (English taught courses are for beginners in French only).
We do not require any official language certificates but trust our partner universities to check their nominated students’ language level both in English and French.
Both a certificate from a French language teacher and one from an English teacher are required for the student's online application if the student does not have official language certificates.

## Application procedure

On-line registration. Each nominated student will receive an e-mail with the web link.

## Documents to be submitted with the application

- 1 passport-sized photo
- Copy of passport or national identity card
- Proof of language proficiency: see Language requirements above

## Acceptance letter

For Non-European students, the acceptance letter will be sent as soon as possible after request. We do not send acceptance letters to European students, unless requested.
ACADEMIC CALENDAR

Fall semester : 31st of August – 15th December 2021

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>31st of August to 4th of September</td>
<td>Orientation week - compulsory</td>
</tr>
<tr>
<td>6th of September</td>
<td>Beginning of 1st semester courses</td>
</tr>
<tr>
<td>17th of September</td>
<td>Deadline for 1st semester courses &amp; exams registration</td>
</tr>
<tr>
<td>1st to 5th of November</td>
<td>All Saints Holiday</td>
</tr>
<tr>
<td>3rd of December</td>
<td>End of 1st semester courses</td>
</tr>
<tr>
<td>9th to 15th of December</td>
<td>1st semester exams</td>
</tr>
<tr>
<td>20th of December to 2nd of January</td>
<td>Christmas Holiday</td>
</tr>
</tbody>
</table>

Spring semester : 4th of January – 11th of May 2022

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th to 8th of January</td>
<td>Integration week for spring semester students - compulsory</td>
</tr>
<tr>
<td>10th of January</td>
<td>Beginning of 2nd semester courses</td>
</tr>
<tr>
<td>21st of January</td>
<td>Deadline for 2nd semester courses &amp; exams registration</td>
</tr>
<tr>
<td>21st to 25th of February</td>
<td>Winter Holiday</td>
</tr>
<tr>
<td>8th of April</td>
<td>End of 2nd semester courses</td>
</tr>
<tr>
<td>18th to 22nd of April</td>
<td>Easter Holiday</td>
</tr>
<tr>
<td>25th of April to 11th of May</td>
<td>2nd semester exams</td>
</tr>
</tbody>
</table>

COURSES

FRENCH TRACK

Since the creation of the English Track in 2010, Sciences Po Bordeaux has made the distinction between French track and English track students. The majority of the French track courses will be taught in French among a wide range of courses in the field of political sciences, international relations, economics, European studies, law or social sciences.

https://www.sciencespobordeaux.fr/en/international-students-and-programs/french-exchange-for-credit-programs.html

See “Language requirements” above.

ENGLISH TRACK

Since 2010, Sciences Po Bordeaux has offered an English track to students enrolled in the framework of its partnership agreements with English speaking universities. A wide range of courses in Social Sciences, Humanities, and Economics is offered. The program also includes a course of French as a foreign language and various subjects at the Bachelor’s and Master’s Levels. More information: https://www.sciencespobordeaux.fr/en/international-students-and-programs/english-exchange-for-credit-programs.html

See “Language requirements” above.
REGISTRATION

Students cannot register for courses before their arrival in Bordeaux.

Students will have to register for courses before September 17, 2021 for 1st semester courses and exams and January 21, 2022 for 2nd semester courses and exams. Registration for courses is definitive. After these dates, no add and drop will be allowed. Students can register either in 1st, 3rd or 4th year courses.

COURSE LOAD

A regular student at Sciences Po Bordeaux has to obtain 30 ECTS per semester or 60 ECTS for one academic year.

CEP (Certificat d’Études Politiques à titre étranger) – program entirely taught in French

The CEP is reserved for full-year students. To be admitted, students must:

- Not be of French Nationality
- Have at least a B2 level in French according to the CEFRL
- Have validated two academic years in political sciences
- Take (and pass) 2 written tests: analysis of documents in French (3h) and a test of French (1h30) in September at Sciences Po Bordeaux.

CEP program:

- Participate in and pass 3 seminar courses “conférences de méthode”: French Contemporary Issues, Political Studies, French Language. Each of these seminar courses takes place over 24 weeks, from September to April (one seminar of 90 minutes per week per course). Validation is determined by evaluation of student participation (continuous assessment) and results of written and oral tests. 8 ECTS each.
- Obtain 36 ECTS credits (choosing from general courses offered in the 1st, 3rd and 4th years). Evaluation may take place either in December or May (written or oral exams) depending on the course.

The CEP is awarded to all candidates who obtain 60 ECTS and have passed the 3 seminar courses.

AEP (Attestation d’Études Politiques à titre étranger)

The AEP is based on the same program as the CEP (see above) but offered to one-semester students.

The AEP is awarded to all candidates who obtain 30 ECTS and have passed the 3 seminar courses.

More information:

https://www.sciencespobordeaux.fr/en/international-students-and-programs/french-exchange-for-credit-programs/political-studies-certificate-attestation.html

EXAMS

Exchange students have specific exams. They cannot take their exams with regular students.

<table>
<thead>
<tr>
<th>9th to 15th of December 2021</th>
<th>1st semester exams</th>
</tr>
</thead>
<tbody>
<tr>
<td>25th of April to 11th of May 2022</td>
<td>2nd semester exams</td>
</tr>
</tbody>
</table>
There is no re-sit exam. We recommend students to take more credits than necessary. Students cannot choose how and when they want to take their exams.

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### EQUIVALENCE OF ECTS FOR LECTURE AND SEMINAR COURSES

<table>
<thead>
<tr>
<th>Hours</th>
<th>ECTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>36</td>
<td>8</td>
</tr>
<tr>
<td>18</td>
<td>4</td>
</tr>
</tbody>
</table>

- Seminar course = 4/8 ECTS
- Guest lecturer course = 2 ECTS
- French as Foreign language = 4 or 6 ECTS

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### GRADING SYSTEM

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking.</td>
<td>16–20/20</td>
</tr>
<tr>
<td>B</td>
<td>A very good performance. The candidate demonstrates sound judgement and a very good degree of independent thinking.</td>
<td>14–15/20</td>
</tr>
<tr>
<td>C</td>
<td>A good performance. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.</td>
<td>12–13/20</td>
</tr>
<tr>
<td>D</td>
<td>A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.</td>
<td>11/20</td>
</tr>
<tr>
<td>E</td>
<td>A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.</td>
<td>10/20</td>
</tr>
<tr>
<td>F</td>
<td>A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of judgement and independent thinking.</td>
<td>&lt;10/20</td>
</tr>
</tbody>
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### VISA

International students will need to go through mandatory administrative formalities. Non-EU students will have to apply for a VISA (a student one) at the nearest French consulate or embassy before coming to France. Students can submit their visa application online, through the CEF (Centre pour les Etudes en France). Students studying for a full academic year will first receive a VISA to enter France and will then have to apply for a residence permit via OFII.

Useful website: [https://www.campusfrance.org/fr/visa-long-sejour-etudiant](https://www.campusfrance.org/fr/visa-long-sejour-etudiant) (French)
HEALTH INSURANCE

EUROPEAN UNION CITIZENS · Students must have the European Health Insurance Card.

NON-EUROPEAN UNION CITIZENS · Students must have a private medical insurance or register to the French Health Care system (Sécurité sociale) through CPAM (https://etudiant-etranger.ameli.fr/#/) when they arrive. It is free and they will have to do the registration by themselves. It is mandatory to choose one of these options.

ACCOMMODATION

ON-CAMPUS HOUSING

Students who wish to stay in a university accommodation named CROUS should apply online via: https://www.messervices.etudiant.gouv.fr/envole/ Inscription and obtain their INE number.

*CROUS = the organization responsible for managing student accommodation, restaurants, grants, etc.*

They must email their registration data to Eléna Dubâa before June 1, 2021 (first semester’s students) or before October 25, 2021 (second semester’s students): e.dubaa@sciencespobordeaux.fr

1. refurbished/renovated rooms in halls of residence on campus (village 3 & 5)

The rooms (9 or 12m²) are furnished and have showers and toilets. The kitchen is shared with 4 other rooms. Average price: 250€ a month, service charges included.

2. studio flats managed by the CROUS

These flats are in Emile Durkheim, Pierre Gilles de Gennes, Les Lumières residences which are close to the school. Rooms are around 18m2. Average price: 380-477€ a month, service charges included.

**WARNING**

1. The application on the CROUS website does not mean the automatic assignment of a room
2. One month’s rent + 100 EUR of reservation fees must be paid before the arrival
3. A complete rent file must be sent to your residence
4. Before leaving you must give one-month’s notice

PRIVATE ACCOMMODATION

Accommodation is difficult to find in Bordeaux. Students are responsible for finding their own accommodation. Before leaving you must give three-month’s notice.

**Rough guide on rent prices:**

- Studio/T1 (between 20 and 30 m²): about 450€/month
- T2 (between 35 and 45 m²): about 600 €/month
- T3 (between 55 and 70 m²): about 700 €/month

**The Internet can be very useful:**

• Institutional websites: www.etudiant.gouv.fr; www.anil.org

ESTIMATED MONTHLY BUDGET

• Housing from 200€ to 500€
• Food from 200€ to 400€
• Books from 50€ to 150€
• Transportation around 30€ per month
• Miscellaneous from 100€ to 400€