

## Vade mecum for Oxford students at Sciences Po, 2016

*Note: This document has been prepared by Oxpo exchange students at Sciences Po.*

### Preparation before arrival

- Make sure you set up meetings before your arrival and ensure that the Centre you are affiliated to and the Ecole Doctorale know when to expect you so that they can prepare visiting student card, library access, mailing list for events, etc.
- Note that Sciences Po runs with semesters, not terms....
- Find out about the semester schedule and the programme of seminars from the Centres (three centres who cover sociology, two political science, one IR but there are also "laboratoires" such as LIEPP and MaxPo that could be of interest) and the Sciences Po website (where most of the forthcoming events are indicated).
- It is worth adjusting your planned dates to the Sciences Po calendar.

### Registering at Sciences Po

1. Sciences Po Research Centres will help you register at Sciences Po as a visiting student. It is advised that you get in touch with the administrative director early enough to clarify the dates of your stay and provide them with what they need so that the process can be completed before you arrive.

2. On the other hand you can also enrol by yourself:

The enrolment process takes place at the Services aux étudiants located at 9 rue de la Chaise, which is very close to the main entrance of Sciences Po <http://formation.sciences-po.fr/en/contenu/contact-information>

You can email [support.scolarité@sciences-po.fr](mailto:support.scolarité@sciences-po.fr), informing them of your arrival, and providing contact details (i.e. full name, date of birth, nationality, email address, mobile no., and programme of study). I then got an email giving me a student number, and time to go and see them. Before you go and see them you have to complete an online pre-registration form. You can find help at [accueil.administratif@sciences-po.fr](mailto:accueil.administratif@sciences-po.fr) : they will direct you to the appropriate website/portal. Once this is filled out you can go and complete the registration at your allocated time and collect your student card, sciences po email address, and formal letter of enrolment. (<http://formation.sciences-po.fr/node/212>).

If so, it is a good idea to bring:

- Plenty of passport photos (these will also come in use if you want to sign up for the various student discounts on offer throughout Paris).
- Your *carte de sécurité sociale européenne* (formerly E11)  
See: <http://www.nhs.uk/NHSEngland/Healthcareabroad/EHIC/Pages/about-the-ehic.aspx>
- Passport and Oxford Uni Card.
- A letter or document showing that you are an OXPO exchange student.

### Library

The student card gives you access to the library and other uni services (<http://formation.sciences-po.fr/en/contenu/student-card>)

The library is fantastic, and relatively easy to use. Most of the materials are in the stacks, and you have to order them by completing a little form at the front desk, and they take about 30-40mins to arrive for collection. But unlike the Bod in Oxford you can take the books away with you, and get a fairly good borrowing limit/time. If you want to make use of the computers in the library (they are all new iMacs) then my advice would be to arrive early - there isn't enough to cater for the demand. But there is free wifi in case you miss out.

### Seminars

Like Oxford there are a plethora of lectures, seminars, etc you can attend. Sciences Po seminars and conferences are well advertised through research centres and on the website.

Early on, contact the graduate seminars coordinators in the research centre to which you are affiliated and at the Ecole doctorale so that you can present your work.

### Transport

Sciences Po is very central, and located in one of the nicest parts of the city. You can get a weekly or monthly travel pass (Navigo, equivalent to Oyster card) with RATP ([http://www.ratp.fr/en/ratp/c\\_5000/accueil/](http://www.ratp.fr/en/ratp/c_5000/accueil/)) or a subscription to Velib' <http://en.velib.paris.fr/>

### Accommodation

Private accommodation may be sought in the following places:

1. <http://www.ciup.fr/> Provides accommodation for students/researchers visiting Paris. Demand is high so it is advised to book as far in advance of your arrival in Paris.
2. <http://www.lodgis.com/> Private rentals (flats/apartments in Paris)
3. <http://www.sejoursfrancefamille.fr/> Organises student accommodation in a Parisian family home
4. [leboncoin.fr](http://leboncoin.fr)
5. [sabbaticalhomes.com](http://sabbaticalhomes.com)

If you're renting privately, check your eligibility for **L'Aide personnalisée au logement** (APL). This is state funded, and assists students with the costs of rent. <https://www.service-public.fr/particuliers/vosdroits/F12006>

### Funding

For German students:

<http://www.dhi-paris.fr/de/home/foerderung-fellowships/stipendien.html>

Smith Richardson Foundation:

<https://www.srf.org/programs/international-security-foreign-policy/>

The Leverhulme Trust:

<https://www.leverhulme.ac.uk/funding/grant-schemes/study-abroad-studentships>

General information:

[http://next.paris.fr/english/guide-for-foreign-residents/studying-in-paris/practical-advice-for-students/rub\\_8141\\_stand\\_33676\\_port\\_18788](http://next.paris.fr/english/guide-for-foreign-residents/studying-in-paris/practical-advice-for-students/rub_8141_stand_33676_port_18788)

<http://www.ambafrance-uk.org/Studying-in-France-7040>