



International office



HEIP International Relations Service

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FRANCE

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YouTube Channel



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Academic offer

Areas of study: Political Science, International Relations, Diplomacy, NGOs, International Human Rights

1 ECTS = 25-30 hours of workload including attendance to lectures, tutorial courses, group work, personal student work (homework), exams.

We recommend exchange students to select courses for a minimum of 20 ECTS and a maximum of 30 ECTS per semester. The list of courses chosen during the application may be different upon arrival depending on availability.

HEIP students must complete 30 ECTS per semester.

Requirements

Languages: No official language certification is required but students must provide a certificate of language proficiency from the home institution if the language in which they want to study (English or French) is not their mother tongue. Beware, courses provided in the Bachelor program during the first semester (September to December) are mainly taught in French. If you do not speak French, you won't be admitted to study courses.

- French: mandatory to apply to courses only taught in French, minimum B2.
- English: mandatory to apply to courses taught in English, minimum B2.

Academic: students must have basic knowledge in the field of international relations or political science in order to be eligible for an exchange experience at HEIP.

Programmes open to exchange students

Courses open to exchange students are part of the **3rd year of the Bachelor International Relations & Political Science**, and the **1st year of the Master Diplomacy & International Relations**.

Please note that it is not possible to come to HEIP at the master level in Spring.

Exchange students **must apply for one of the following options**.

1	Fall semester - Bachelor International Relations and Political Science program (taught in French)
2	Spring semester - Bachelor International Relations and Political Science program (taught in English)
3	Full year - Bachelor International Relations and Political Science program (1st semester taught in French and the 2nd semester taught in English)
4	Fall semester - Master Diplomacy and International Relations program (taught in French)
5	Fall semester - Master Diplomacy and International Relations program (taught in English)
6	Spring semester - Master Diplomacy and International Relations program (taught in English)
7	Full year - Master 1 Diplomacy and International Relations program (1st semester taught in French or English and the 2nd semester is dedicated to the dissertation)

Bachelor

International Relations & Political Science

Taught in



Fall – 2022

October 3rd, 2022
December 17th, 2022

OR

Taught in



Spring – 2023

January 9th, 2023
March 31st, 2023

Master

Diplomacy & International Relations

Taught in



Fall – 2022

October 10th, 2022
February 17th, 2023

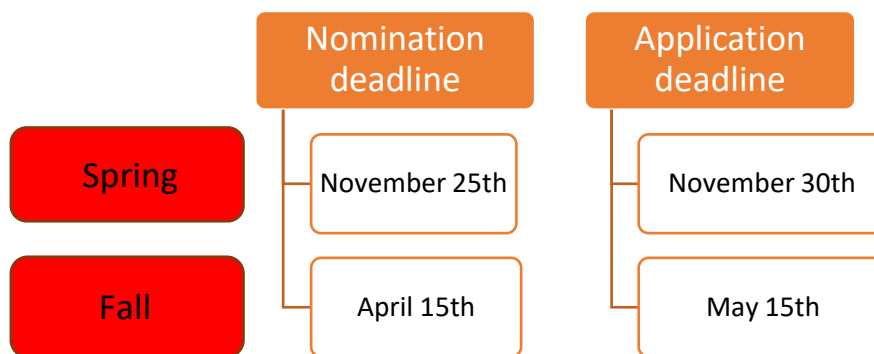
Taught in



Spring – 2023

February 20th, 2023
July 16th, 2023

Nomination & application



1. Nomination

The Home Institution coordinator nominates the student(s) to HEIP through Mobility online platform:

https://www.service4mobility.com/europe/BewerbungServlet?identifiant=PARIS244&kz_bew_pers=S&kz_bew_art=IN&aust_prog=HEIP&sprache=en

2. Application

Once nominated by their home university, nominated students will receive instructions to apply through Mobility Online.

Student(s) must provide scan copies of the following documents (preferred format: PDF):

- Passport
- Transcripts of records of the two last semesters of study
- Language certificate no more than 2 years old (if any)
- A cover letter in which the student highlights the reasons he/she wishes to study at HEIP
- A recent resume
- International insurance (must be provided 30 days before the mobility the earliest)
- Third-party Liability insurance (must be provided 15 days after the arrival date in France the latest)

Cost of living (estimate)

Housing	From 600€ to 900€ per month (including electricity, gas and water expenses)
Personal expenses	150€/month
Transportation	75,20€/month (monthly pass in Paris)
Food & groceries	200€/month
Overall budget	1000 to 1300€ per month

Housing

HEIP does not own any student residence. Students must look for an accommodation by themselves. HEIP provides housing information upon admission.

Welcome session

Before classes start, HEIP organizes a welcome session in order to introduce international and exchange students to their new study environment. The date is notified on the letter of admission.

Health Insurance

EU Students must travel with their EHIC (European Health Insurance Card). French health and social security is available for non-EU students.

Non EU Students must subscribe to French social security for free during their stay. It allows students to be refund entirely or partly of health/medical acts done in France.

All students must have a **third party liability insurance** and subscribe an **international insurance** for medical repatriation and repatriation of the body. It is mandatory in order to validate the application to HEIP.

Assessment and grading system

The European Credit Transfer and accumulation System (ECTS) is a student-centered system based on the student workload required to achieve the objectives of a programme, both in terms of learning outcomes and skills to be acquired. It is therefore aimed at creating a European education area which complies with the education system of each State in order to facilitate international exchanges. Indeed, ECTS makes it easier to read and compare study programmes for all students, both local and foreign. It also facilitates student mobility and academic recognition.

Credits represent, as numerical values, the total amount of workload students are meant to carry out (mentored work as well as personal work). A full-time student needs to carry out 60 credits over the course of an academic year.

ECTS grades need to be interpreted as follows:

Grade	Percentage of admitted students receiving grade
A	Top 10%
B	Next 25%
C	Middle 30%
D	Next 25%
E	Bottom 10%
F	Failed

A, B, C, D and E grades are only awarded to admitted students, who then obtain the relevant credits, in compliance with the admission arrangements set in the assessment process. These 5 grades make it possible to have not only a qualitative assessment of students' work, but also an indication of their rankings.

Grades

HEIP applies the French grading system. For each course, a student is awarded a grade over 20 points. In order to pass a course, the student needs to get a 10/20 minimum. Otherwise, the student fails the course.

There is no re-take exam. If students fail one course, they do not obtain the credits accordingly.

Assessment

Depending on the professor and the nature of the course, there are two types of assessment:

- "contrôle continu" CC (continuous assessment): the student will take two or more tests during the semester. The final grade will be an average grade of the scores obtained at the tests.
- "contrôle terminal" CT (final exam): the student will take one exam at the end of the semester.