SciencesPo
SUMMER SCHOOL & SHORT COURSES

Japan Spring School 2027 – Introduction to EU Affairs

POLICY FOR REFUND AND COURSE WITHDRAWAL

Standard Refund Policy

To withdraw from the programme, students must inform Sciences Po by email at short.courses@sciencespo.fr and must receive written acknowledgement of their withdrawal. If a participant withdraws from the programme, tuition fees will be refunded in accordance with the terms established below.

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

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

Special circumstances

In the event of a serious illness or visa refusal or unprocessed visa** application, a student may request to receive a full tuition credit to apply for next year's Japan Spring School OR a refund.

*** If a student is not able to travel to France because of visa process delays, they will need to demonstrate that they submitted their visa application at least 1,5 months before the beginning of the programme.*

Sciences Po will evaluate the request for a full tuition credit to apply for next year's Japan Spring School OR a refund upon receipt of verifiable documentation (doctor's note, visa refusal from the French Consulate etc.).

PROGRAMME CANCELLATION

In the event that Sciences Po is obliged to cancel the programme, registered students have the choice to:

- Receive a 100% refund of tuition fees
- Receive a full tuition credit to apply for next year's Spring School

ACCOMMODATION FEES

Refunds for accommodation fees at Sciences Po's housing provider are handled independently from tuition fees. Students who wish to cancel their housing reservation must inform the Sciences Po team by writing to short.courses@sciencespo.fr and must receive written acknowledgement of their cancellation. Accommodation reserved through Sciences Pol will be

refunded according to the terms established below :

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

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

If the programme is cancelled by Sciences Po, students will receive a 100% refund of housing fees, regardless of the date.

Sciences Po does not offer credit towards accommodation for next year's Japan Spring School.

ELECTIVE COURSE FEES (FRENCH LANGUAGE)

The French course will only be offered if a minimum of five (5) students are enrolled. If the course is cancelled due to insufficient enrollment, students will receive a full refund of the elective course fee.
Please note that no refunds will be granted to students who choose to withdraw from the course once the programme has officially begun.

OPTIONAL FOURTH WEEK

The optional fourth week is subject to the same general withdrawal and refund policy as the main Japan Spring School programme.

Students who withdraw from the optional fourth week before the start of the week will be eligible for a refund according to the standard refund schedule outlined above.

For students who have registered for the Strasbourg excursion, the €260 excursion fee is non-refundable once the excursion arrangements have been confirmed and tickets or other travel arrangements have been purchased.

Once the optional fourth week has officially begun, no refund will be granted for withdrawal from the week or from the Strasbourg excursion.

If Sciences Po cancels the optional fourth week or the Strasbourg excursion, students will receive a 100% refund of the corresponding fee