



ENS-PSL General Rules and Regulations

Approved by the Governing Board on March 15, 2024

In the event of discrepancies, the French version shall prevail.

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Title 1 - Governance of the School

Chapter 1 - School bodies

Section 1 - Statutory bodies

Subsection 1 - The Governing Board

Article 1 - Composition

The Governing Board has twenty-six members:

thirteen elected representatives divided into six colleges.

- 1 - Three representatives of university professors and equivalent staff, defined as "College A".
- 2 - Three representatives of other categories of teaching and research staff, defined as "College B".
- 3 - Three representatives of DENS civil servant status students as per article 19 of amended decree no. 2013-1140 of 9 December 2013.
- 4 - A representative of the other students as defined by article 21 of the aforementioned decree.
- 5 - A representative of ENS-PSL doctoral students.
- 6 - Two representatives of library, engineering, administrative, technical, service and health staff.

Thirteen external members from outside the institution pre-selected by the Director of the ENS and appointed by the Minister of Higher Education.

The Director of the ENS, the Deputy Directors, the President of PSL University, a representative of the Minister for Higher Education, the Managing Director of Services, and the Accounting Officer are ex officio members and attend Board sessions in an advisory capacity.

The Chairperson of the Governing Board may, depending on the agenda, invite any other person to attend sessions in an advisory capacity regarding a specific item on the agenda.

Article 2 - Terms of Office

The term of office for members of the Governing Board is five years, renewable once, with the exception of representatives of colleges 3, 4 and 5, who benefit from a term of office of two years, renewable.

Their mandate is terminated automatically if they lose the position in which capacity they were elected or appointed. In the event of such a termination, by-elections are to be organised for colleges 1 and 2. Representatives of colleges 3, 4, 5 and 6 are to be replaced by their alternates until the end of the term of office. If the alternates also loses their position, new elections are to be held. Whatever the case, the newly elected member for colleges 1 and 2 and the alternate member for colleges 3, 4, 5 and 6 only serve until the end of the current term of office.

Article 3 - Chairperson

The Chairperson of the Governing Board is elected for a five-year term, renewable once, from among the thirteen external members appointed by the Minister of Higher Education.

The Chair is elected at the first board session following the appointment of the external members, by a two-round majority vote.

The Chair is elected by an absolute majority of the votes cast in the first round; in the event of a second round, only the two candidates with the most votes in the first round remain in the running for the second (in the event of a tie, the youngest candidate is selected). Election to the second round is by relative majority.

The Governing Board is temporarily chaired by the oldest external member of the Board until the election of the Chair.

Article 4 - Budget Meeting prior to the Governing Board Session

A budget information meeting attended by the Director's committee, the finance and accounting department heads, and the elected members of the Board, is to be held before each Governing Board session dedicated to voting on initial budget and financial review, as this provides elected members with all relevant financial and accounting documents submitted to the Governing Board.

Subsection 2 - The Scientific Board

Article 5 - Composition

The Scientific Board has twenty-three members:

- five Directors of the School: the Director of the ENS, the two Deputy Directors, the Director of the Library, and whichever of the two Deans of Study has the most seniority.
- eight elected representatives divided into 5 colleges:
 - 1 - two representatives of university professors and equivalent staff,
 - 2 - two representatives of other categories of teaching and research staff,
 - 3 - a representative of design or research engineers,
 - 4 - a representative of the DENS Students who have successfully completed the first year of a Master's degree,
 - 5 - two representatives from among the DENS students, Master's students who have successfully completed the first year of a Master's programme, and doctoral students enrolled at the ENS.
- ten external members from outside the institution pre-selected by the Director of the ENS and appointed by the Minister of Higher Education.

The Chair of the Scientific Board may, depending on the agenda, invite any other person to attend meetings in an advisory capacity regarding a specific item on the agenda.

Article 6 - Terms of Office

The term of office for members of the Scientific Board is five years, renewable once, with the exception of the representatives of colleges 4 and 5, whose term of office is two years, renewable.

Elected members belong to the college of their electors. Their mandate is terminated automatically if they lose the position in which capacity they were elected or appointed.

In the event of such a termination, by-elections are to be organised for colleges 1 and 2.

The representatives of colleges 3, 4 and 5 are replaced by their alternates until the end of the term of office. If the alternates also loses their position, new elections are to be held. Whatever the case, the newly elected member for colleges 1 and 2 and the alternate member for colleges 3, 4, and 5 only serve until the end of the current term of office.

Article 7 - Chairperson

The Chair of the Scientific Board is elected for a five-year term, renewable once, from among the 10 external members of the Scientific Board appointed by the Minister of Higher Education.

The Chair is elected at the first meeting following the appointment of the external members, by a two-round majority vote. The Chair is elected by an absolute majority of the votes cast in the first round and by a relative majority in the second round.

The Scientific Board is temporarily chaired by the oldest external member of the board until the Chairperson is elected.

Subsection 3 - Provisions Common to the Governing Board and the Scientific Board

Article 8 - Convening a Session

Article 8.1 - Ordinary and Extraordinary Sessions

Boards are convened by their respective chairperson for ordinary and plenary sessions at least twice a year. Notices are sent to members at least two weeks before the session.

In the absence of the Chairperson, the board is chaired by the oldest external member present.

The notice of meeting, agenda of the session, and preparatory documents are to be sent in electronic format.

Board meetings may be convened for extraordinary sessions under the same conditions, either at the request of the Director of the ENS, or at the written request of at least half the members of the board addressed to the Chairperson of the Board.

The procedure for convening an extraordinary session is the same as for ordinary sessions.

If urgent, a board meeting can be convened by its chairperson within one week, sending notices to members by electronic means, together with the agenda. Emergency sessions are distinct from extraordinary sessions.

In exceptional circumstances, the chair of one of the boards may convene a remote board meeting by video-conference. This procedure cannot apply to deliberations on budgetary matters (initial budget, amending budgetary decision, and financial account).

Article 8.2 - Emergency Situations

Upon recommendation by the Director of the ENS, in an emergency situation, i.e. an unforeseeable situation that requires a decision by the Governing Board within a time frame that makes it impossible to vote in person, the chair of either board may submit a resolution for an electronic vote. This resolution must deal with a specific issue. In this case, the Director's committee must organise an information meeting accessible by remote video conference with at least 24 hours' notice.

This session is not subject to the usual quorum rules. After the session, the resolution is put to an electronic vote. This vote is subject to the usual quorum rules. Board members have 24 hours to cast their votes. This procedure does not apply to budgetary matters (initial budget, budget amendments, financial account review).

Article 9 - Agenda

Working with the ENS Director, the chairperson of each board sets the agenda for the next board meeting and sends it to the members, together with relevant documents, at least ten days before the meeting.

A minimum of three board members may submit a proposal to add an item to the agenda. The proposal must be in writing, accompanied by any documents on which the board may be required to deliberate, and reach the secretariat at least two working days before the meeting; the inclusion of the proposed new item on the agenda is decided by the chairperson. Inclusion on the agenda is automatic however if the proposal is submitted by at least half of the members in office.

The ENS Director may also submit such a proposal at any time.

Article 10 - Quorum Rules

Board deliberations are only valid if more than half of its members with voting rights are present or represented. Quorum is assessed at the start of the meeting.

If a quorum cannot be achieved, a new notice of meeting covering the same agenda is issued to the members, and furthermore the notice of meeting deadline may be reduced to five days before the session. Board meetings are in this case valid regardless of the number of members present or represented.

In budgetary matters, the quorum is assessed at the time of the vote. Governing Board deliberations are only valid if more than half of the members in office are present.

For the purposes of assessing the quorum, members who attend the meeting remotely by video-conference or electronic means, given they comply with technical specifications guaranteeing effective participation during board meetings, are deemed to be present. Meeting deliberations must be communicated to remote participants in real time. Said electronic means must allow continuous audio-visual transmission of Board members in real time, and communicate the effective participation of member(s) attending remotely, in particular for collegial deliberations.

Article 11 - Representation

A Board member who is unable to attend a meeting may give to another member who is attending the meeting a proxy vote on their behalf.

The same applies to representatives of DENS students, doctoral students along with library, engineering, administrative, technical, service, and health staff when their respective alternate is also unable to attend.

No person may hold more than two proxies.

Article 12 - Deliberations

Votes are taken by a show of hands, except in cases that deal with an individual question or when a Board member requests a secret ballot.

Votes by secret ballot require members to vote simultaneously and anonymously during the meeting. Where appropriate, the ENS will provide board members with a dedicated technical solution. This solution guarantees the confidentiality of data being transmitted along with secure authentication, signing, vote counting, and vote recording functions.

Except in cases expressly provided for by the laws or regulations in force, decisions are taken by a majority of the votes cast by members present or represented, not counting abstentions or blank votes.

In the event of a tied vote, the Chairperson of the Board has the casting vote.

In budgetary matters, decisions are taken by a majority of the votes cast by members present or represented.

Article 13 - Public Nature of Meetings and Deliberations

Sessions of the Governing Board and the Scientific Board are closed to the public.

The deliberations of plenary sessions of either board are published on the ENS website.

The minutes for plenary sessions of either board are drawn up under the authority of the Chair.

They record members present, represented, or absent along with non-members invited to take part in the meeting, as well as the debates, deliberations, and votes that took place.

Draft minutes are sent to members along with preparatory documents for the next meeting. Any additions or amendments to the draft minutes are submitted to the Board for approval at the following session. Once approved, they are signed by the Chair of the Board and posted on the ENS website within ten days.

Subsection 4 - Boards in Restricted Formation

Article 14 - Assignments

Article 14.1 - The Governing Board in Restricted Formation

The Governing Board in restricted formation is deemed competent to examine specific questions relating to research and teaching fellow recruitment, assignments, and overall career-related decisions. The Governing Board in restricted formation deliberates on the integration of civil servants from other bodies into the body of research and teaching staff, and on the recruitment or renewal of temporary teaching and research assistant positions.

Article 14.2 - The Scientific Board in Restricted Formation

The Scientific Board in Restricted Formation issues recommendations regarding faculty transfers, the integration of civil servants from other departments into the body of research and teaching staff, the confirmation of the permanent status of trainee lecturers, and the recruitment or renewal of temporary teaching and research assistants.

Article 15 - Composition

Questions relating to recruitment, assignment, and career-related decisions at the individual level for research and teaching fellows and similar staff are the responsibility of the Governing Board in restricted formation and the Scientific Board committee:

- that is to say only representatives of research and teaching fellows and similar staff with a rank at least equal to the position currently being applied for, in the case of recruitment,
- that is to say only representatives of research and teaching fellows and similar staff with a rank at least equal to the position of the person concerned, in the case of assignment or career development.

The ENS Director and the Deputy Directors attend committee meetings without any voting rights.

Article 16 - Organisation

Board sessions in restricted formation are convened in the same way as plenary sessions.

If the Chairperson of the Board is a research and teaching fellow or equivalent, they also chair the committee. Failing this, the members of the restricted Board are to elect their Chairperson at the beginning of the first committee meeting following the appointment of external members.

In the absence of the Chairperson of the Governing Board or Scientific Board, the session is chaired by an elected representative of the research and teaching fellow body, and a member of the board in question; the election of the Chairperson of the Board is to take place at the start of the session.

A record of decisions taken during these sessions is drawn up. After approval by the members of the committee, it is signed by the Chairperson of the restricted Board, then archived by the ENS administration. It may only be freely consulted by official members of the Board in restricted formation and by the research fellow or research and teaching fellow concerned by the restricted Board's opinion or deliberations.

Section 2 - Consultative Bodies

Article 17 - Electoral Advisory Committee (CEC)

The Electoral Advisory Committee, which assists the Director in organising all electoral operations, is made up of the following members:

- The Managing Director of Services, who chairs the Board,
- The Director of Human Resources,
- A representative appointed by the Ministry of Higher Education and Research,
- Two representatives of research and teaching fellows, research fellows, or teaching staff, sitting members of the Governing Board, appointed from and by the lists represented by the Governing Board,
- Two representatives of student organisations, members of the Governing Board, appointed from and by the lists represented by the Governing Board,
- Two BIATSS staff representatives who are members of the Governing Board, appointed from and by the lists represented by the Governing Board.

If the ineligibility procedure is implemented, each known list appoints a delegate who must be a candidate in order to also take part in the Electoral Advisory Committee.

Specifically, the Advisory Electoral Committee issues recommendations on the timetable, the conduct of electoral operations, candidate eligibility and ineligibility, and the electoral order.

Article 18 - Studies, Student Affairs, and Careers Committee (CEVEC)

The CEVEC is made up of the ENS Director and Director's committee, the two Deans of Studies, the Dean of Student Affairs, the Dean of Careers, the Director of International Relations, the Dean of Studies for each department, the elected representatives of the student body who sit on the Scientific Board and the Governing Board or their alternates, the elected faculty representatives on the Scientific Board, and, for each department, a member of the elected DENS student representatives that sit on the Department Board, chosen by their peers.

The ENS Director chairs the committee meeting. In their absence, the session is chaired by the Deputy Director with the most seniority, or in their absence, by the Dean of Studies with the most seniority.

The CEVEC can also hold board meetings with members restricted to the literary or scientific departments. It can also establish working groups dedicated to specific issues which have been referred to it or which it wishes to address. The committee may be convened upon request of the ENS Director, by ten representatives of the student community, or a majority of the Deans of Studies.

The CEVEC serves in an advisory capacity for all matters concerning student life, ENS teaching policy, and the career prospects of DENS graduates: the general organisation of the study programme, classes taught, their cost, tutoring arrangements, assessment of courses, educational projects initiated by DENS students, and the terms for implementing of interdisciplinary activities.

The CEVEC meets at least three times a year.

Article 19 - Sustainability and Environmental Impact Committee

The goal of the Sustainability and Environmental Impact Team is to structure the School's approach to environmental issues and nurture initiatives in line with sustainable development objectives.

The Sustainability and Environmental Impact Committee is made up of representatives of the Director's committee; the Office of Studies; the Office of Student Affairs; the Office of Careers; all departments and research units; the student body; and the Social Responsibility (SR) officer. People from outside the committee may be invited depending on the agenda. It is chaired by a member of the Director's committee.

The role of the Sustainability and Environmental Impact Committee is to provide expertise, carry out feasibility studies and make concrete proposals, which are then forwarded to management for their opinion and decision, with a view to implementing the School's SR policy. It does not have a strategic or political role, but it can issue recommendations regarding environmental issues at the ENS.

SR dossiers are presented to the ENS Social Arbitration Committee where appropriate.

The Sustainability and Environmental Impact Team meets at least twice a year and whenever the SR Officer deems it necessary to discuss environmental issues at the ENS.

It reports annually to the Governing Board regarding actions implemented at the School.

Chapter 2 - Management of the School

Article 20 - Organisation

The school is managed by the Director assisted by two Deputy Directors, two Deans of Studies, the Dean of Student Affairs, the Managing Director of Services, and the Chief Librarian.

The Director's committee, chaired by the Director, must include the two Deputy Directors and the Managing Director of Services. The ENS Director may add any additional member as deemed necessary. The extended Director's committee is made up of the committee members, the two Deans of Studies, the Chief Librarian, the Director of International Relations, the Dean of Student Affairs, the Dean of Careers, and the Director of Communications.

The Managing Director of Services, under the authority of the ENS Director, is responsible for managing, organising, running and coordinating activities across all administrative, financial, and technical services of the establishment as per the policy established by the Director's committee.

Article 21 - Deputy Directors

The position and duties of Deputy Director may be assigned to university professors or equivalent staff.

The ENS Director must consult the Chairperson of the Governing Board before appointing the two Deputy Directors.

The two Deputy Directors assist the ENS Director in defining school policy with one deputy dedicated to the humanities and social sciences, and the other to the sciences. Under the authority of the ENS Director, Deputy Directors are responsible for implementing and monitoring school policy, specifically by coordinating the activities of the teaching and research departments and the laboratories within their remit. Deputy Directors issue recommendations to the ENS Director regarding the allocation of resources to the school's departments and their laboratories. They supervise the selection of DENS students and their study programmes, each in their respective field, with the support of the relevant Deans of Studies.

Deputy Directors are appointed for a renewable three-year term. To ensure continuity of service, it may be extended by 6 months in the event of a change of director.

Article 22 - Deans of Studies

The ENS Director can assign the role and duties of Dean of Studies to university professors, lecturers, agrégation-level professors, or similar staff.

The two Deans of Studies implement the School's education policy in their respective field. They are responsible for organising the study programme to ensure courses are running smoothly for DENS students. To this end, they coordinate the work of the various departmental Deans of Studies.

Deans of Studies are appointed for a renewable three-year term. To ensure continuity of service, it may be extended by 6 months in the event of a change of director.

Article 23 - Chief Librarian

The position of Chief Librarian of the Humanities and Social Sciences Library may be assigned to :

- a university professor, lecturer, or faculty member of an equivalent category,

- a member of the library curator body, or the general library curator body.

The Chief Librarian of the Humanities and Social Sciences Library is appointed by the ENS Director after consultation with the Scientific Board which is tasked with examining candidate applications.

The Chief Librarian manages the ENS library network and the staff assigned to it, and chairs the monitoring committee. They must take all necessary steps to ensure optimal development, processing, and conservation, and make the best possible use of the collections belonging to the ENS or placed under their responsibility.

They may be assisted by a Scientific Board dedicated to the library. Its composition is determined by order of the ENS Director.

The Chief Librarian is appointed for a renewable five-year term.

Article 24 - ENS Director Recruitment Committee

Three months before the scheduled end of the ENS Director's term of office or, if the ENS Director resigns before the end of their term of office, as soon as their resignation is announced, a committee is put together to manage communication efforts regarding the ENS Director position, identifying potential candidates and informing them of the forthcoming vacancy.

The committee is made up of six members who are research and teaching fellows or equivalent staff:

- the Chairperson of the Governing Board or their chosen representative,
- the Chairperson of the Scientific Board or their chosen representative,
- an individual appointed by the ENS Director,
- a literary department director chosen by all the literary department directors,
- a scientific department director chosen by all the scientific department directors,
- the president of the ENS alumni association.

The committee is chaired by the Chairperson of the Governing Board or their chosen representative.

Title 2 - Scientific and Academic Organisation

Article 25 - Office of Studies, Student Affairs and Careers

The mission of the Office of Studies, Student Affairs, and Careers (DEVEC) is to supervise the training and studies of ENS students, monitor the range of courses on offer in close collaboration with each department, manage the ENS graduation process, help students enter the job market, and promote the study programmes offered at the ENS.

The various departments provide individual monitoring, guidance and support for DENS and Master's students. The Office of Studies and the Office of Student Affairs can provide individual monitoring, guidance and support for DENS and Master's students who are experiencing difficulties for personal, medical or academic reasons, and those who are putting together specific projects.

The Dean of Student Affairs acts as a dedicated point of contact for student associations in their relations with the various School departments and services.

The Dean of Careers provides individual support to DENS, Master's, and doctoral students to help them prepare for their professional integration.

Chapter 1 - Academic Study and Research Structures

Article 26 - Teaching and Research Departments

Article 26.1 - Missions

Academic studies and research are organised around teaching and research departments. The core mission of these departments is to apply the policies determined by the Governing Board, specifically training, research, promotion, and communication policies according to their field, and also manage the organisation of competitive exams and student admission selections. Their work falls under the purview of the Deputy Director working with the relevant Dean of Studies for Humanities or Sciences to establish department policies depending on the subject area.

A department may be created, abolished or renamed by the Governing Board upon request by the ENS Director after consulting with the Scientific Board.

Article 26.2 - Department Heads

Teaching and research department are staffed by a team of permanent or temporary research staff (including doctoral students) along with support staff fully dedicated to the department's various missions, i.e.:

- research staff and research support staff from research units attached to the ENS department in question;
- other research staff, academic staff, and research support staff who have issued a reasoned request to work with the department in question, that has been approved by the director of the department and authorised by their employer if the latter is not the ENS.

All research and teaching fellows with a permanent ENS contract or under contract with another institution who are performing at least half of their teaching obligations at the ENS are assigned to a

department. If they are unable to find an assignment, the ENS Director will assign them to an ENS structure.

Each department keeps an up-to-date list of its members, in coordination with the Services Management Department.

Each Department Head is appointed by the ENS Director from among the permanent research and teaching fellows or equivalent staff assigned to the ENS, for a term of four years, renewable once. When appointed, they receive a letter of assignment from the ENS Director setting out the objectives of their mandate.

In the event of prolonged absence, the ENS Director is to assign a temporary replacement. If deemed incompetent in their duties, the ENS Director may decide to replace the Head of a department before the end of their term of office.

Working under the responsibility of the relevant ENS Deputy Director, and in compliance with the decisions of the governing bodies and management, the Department Head manages their department's scientific, pedagogical, and administrative activities in coordination with the director(s) of the research unit(s) attached to said department. To achieve this, their responsibilities include:

- the organisation, approval, and allocation of teaching services to ensure consistency across the range of study courses at ENS;
- managing news and information communications from the department to its members and the wider student community.

Article 26.3 - International Scientific Boards

The ENS collaborates with International Scientific Boards to evaluate and develop its education and research policy.

In the Science departments, each Head of Department is assisted by an International Scientific Board made up of members from outside the ENS. Departmental Scientific Board members are selected by the Department Head after consulting with department members. The list of board members is submitted to the ENS Director for approval and formal appointment.

In the Humanities and Social Sciences departments, after consultation with the members of the department, each Department Head is to issue a recommendation to the Director's committee listing two members to sit on an International Scientific Board for the Humanities and Social Sciences.

Board meetings are convened by the Director or Deputy Director of the relevant Humanities and Social Sciences Department as often as necessary and at least once every four years. The ENS Director may convene these Scientific Boards whenever deemed necessary. They issue recommendations on scientific policy-making when relevant to their field. Further responsibilities include the oversight of courses, research, and teaching activities for evaluation and improvement.

Article 26.4 - Departmental Deans of Studies

Working with the relevant ENS Deputy Director, each Department Director appoints a Departmental Dean of Studies for a renewable term of four years. Working with the relevant ENS Dean of Studies, they are responsible for organising tutoring, teaching, and pedagogical support for students enrolled in the department.

The department has a Department Board responsible for handling problems in the everyday life of the department, as well as health and safety issues. The members of this body, set up to ensure that all categories of staff and the student community involved in the life of the department are represented, are renewed every four years. They meet at least twice a year. The internal life of the department is governed by rules and regulations recommended by the Department Director to the competent ENS Deputy Director. Specifically, this document sets out the procedures for appointing members to the Department Board.

Article 27 - Laboratories

Research units at the ENS are attached to a specific department. They may be jointly supervised by other research or higher education establishments. Laboratories are driven by a research policy in line with the relevant departmental ENS policy, approved by the relevant supervisory bodies, and dedicated to the learning of ENS students at undergraduate, doctoral and post-doctoral levels.

Laboratory research units are placed under the responsibility of a Director appointed jointly by the supervising bodies.

Research units are governed by their own rules and regulations signed by the supervising bodies. Specifically, these rules concern appointing a Director, governance, internal debate, research publication and authorship, and finally health and safety.

Article 28 - Academic Centres

The ENS Director may, after consulting the Scientific Board, create multidisciplinary academic centres organised around a specific theme. Working with the Office of Studies, Student Affairs, and Careers (DEVEC), the ENS Director appoints the Director of each academic centre. The Director of the centre proposes and then rolls out the study programme after it has been approved by the Director's committee.

Chapter 2 - The student community

Article 29 - Administrative registration

Administrative registration at the ENS is compulsory for all students. They must complete their administrative registration before the deadline set each year by the ENS Director.

A student card is issued upon registration.

All students enrolled at the ENS are assigned an e-mail address through which the school will communicate administrative information concerning them.

Article 30 - DENS Students (*Normaliens*)

The term "normalien" or "normalienne" refers to anyone registered for the ENS diploma (DENS).

- DENS students recruited through France's national competitive examination process, under guidelines established by the Ministry of Higher Education and Research, have the status of DENS civil servant students;
- students recruited via an international selection process and the ENS-PSL competitive entrance exam.

These students prepare for the ENS diploma (DENS), the terms and conditions of which are defined by both ENS-PSL General Rules and Regulations and DENS Academic Rules and Regulations.

Article 31 - Specific Provisions for DENS Civil Servant Status Students

Article 31.1 - Ten-year Obligation

All civil servant students sign a contract upon starting their studies in order to comply with the ten-year obligation as per article 20 of decree no. 2013-1140 of 9 December 2013. Each year until they have fulfilled their ten-year obligation, alumni must declare to the ENS their current status as either students, public servants, government contractors, or unemployed. This regulatory obligation must be fulfilled even if the ENS does not contact them.

Any failure by former students to provide this information is tantamount to a breach of the ten-year obligation, upon which ENS administration will issue a request for reimbursement in full of School fees by the student.

Upon graduating from the ENS, alumni are officially notified of their ten-year obligation contract. This contract requires them to declare their current professional status and communicate their updated electronic contact details to the ENS administration in October of each year until the ten-year obligation expires.

In cases of late declaration, failure to respond to two reminder e-mails will result in the case being sent before the Ten-Year Obligation Monitoring Committee.

The Committee was established to monitor the ten-year commitment of ENS alumni. Chaired by the ENS Director, it is composed of the Deputy Directors, the Managing Director of Services, the two Deans of Studies, the Dean of Student Affairs, the Dean of Careers, the three student representatives sitting on the Governing Board, and a member of the Board of the ENS Alumni Association (A-Ulm).

The Committee meets as often as necessary when convened by its Chair. It is tasked with evaluating cases of presumed breach of the ten-year obligation, and submits a proposal for the Governing Board to examine all relevant cases as per rules and regulations in force.

Recommendations issued by the Ten-Year Obligation Monitoring Committee are considered during the next Governing Board meeting following the committee session.

Article 31.2 - Request for Exemption from Reimbursement Requirement

A former student may submit a request for total or partial exemption from the reimbursement requirement. The ENS Director will come to a final decision after the exemption request has been examined by the Ten-Year Obligation Monitoring Committee and the Governing Board.

Unless the applicant has been declared physically unfit by a medical committee, requests for exemption from reimbursement must be substantiated with justifying documentation regarding the applicant's professional situation such as employment contracts, pay slips, the last year's tax assessments, or job search documentation, etc.

Article 31.3 - Reimbursement Deferral/Postponement of Reimbursement Requirement

In accordance with ENS regulations and procedure, a former student may submit a request to the Ten-Year Obligation Monitoring Committee for deferral of payment of the reimbursement amount. The

decision to postpone the reimbursement is taken by the ENS Director, after consulting with the Monitoring committee.

The maximum deferral period is two years.

Article 32 - Master's Students

As a component of PSL, the ENS operates a number of PSL Master's programmes.

PSL students preparing for their Master's degree at the ENS are registered administratively at the School.

Regarding the studies of Master's students, the degree is managed at the administrative and academic level by Master's Directors working together with PSL University and the ENS.

Article 33 - Doctoral Students

PSL doctoral students preparing their thesis in a laboratory supervised by the ENS are registered administratively at the ENS and managed by the School in all matters regarding research oversight, thesis committees, juries, and the defence process.

Article 34 - Auditors

The term "auditors" refers to students taking the DENS programme (formation spécifique) in part or in full at the ENS and who registered with the School beforehand in order to access this programme.

Each year, the Directors of the programmes preparing students for competitive entrance examinations at ENS send the list of exam applicants to the Services Management Department for registration.

Chapter 3 - Student Disciplinary Actions

Article 35 - Disciplinary Councils

Article 35.1 - Composition of the Disciplinary Council

In the event of misconduct or failure to comply with ENS-PSL General Rules and Regulations, the matter is to be referred to the Disciplinary Council by the ENS Director.

When the Disciplinary Council is called upon to hear the cases of probationary DENS civil servant status students as per Article 29 of the present rules and regulations, it is to be made up of the following members:

- the Managing Director of Services;
- the Dean of Studies of the department of the student concerned;
- two representatives of the teaching and research staff chosen from among their number by the elected staff representatives that sit on the Governing Board;
- the three representatives of DENS civil servant status students that sit on the Governing Board.

Otherwise, the three representatives of DENS civil servant status students are to be replaced by the elected student representative who sits on the Governing Board (college 4), one of the representatives

that sits on the Scientific Board chosen at random (college 5), and one of the student representatives that sits on the Studies, Student Affairs, and Careers Committee (CEVEC) chosen at random.

An alternate is appointed under the same conditions. The alternate sits on the Disciplinary Council when it is called upon to hear the case of one of its own members, or when a member is unable to attend.

Article 35.2 - Quorum rules

The Disciplinary Council may only validly deliberate if the number of student representatives does not exceed the number of teaching and research staff representatives.

In cases where there are more student representatives than teaching and research staff representatives, parity is re-established by removing the surplus student representatives, starting with the youngest.

The Disciplinary Council may only validly deliberate if at least half of the members notified for the session are present, the number of which may not be less than three. If quorum is not reached, the Disciplinary Council is to be reconvened.

Title 3 - Campus Life

All persons on School premises must comply with any and all rules relating to hygiene, health, safety, and security of persons and property.

Article 36 - Respect for Others

One must strive as much as possible to respect the dignity and physical or mental integrity of others.

The following in particular are strictly prohibited

- gender-based and sexual violence;
- hazing, which is defined as the wilful act, with or without the consent of the victim, of pressuring someone to commit or suffer humiliating or degrading acts, including the consumption of drugs or excessive amounts of alcohol during events or meetings;
- bullying, which is defined as repeated conduct, words, or physical actions with the objective of creating an intimidating or hostile environment for the victim in a manner that may infringe on their personal rights and dignity, affect their physical or mental health, or compromise their professional future;
- sexual harassment, which is defined as repeated, unwanted conduct, words, or physical actions with a sexual or sexist connotation which affect the victim's dignity as degrading or humiliating, and/or create an intimidating or hostile environment for the victim;
- discrimination against any person on the grounds of their ethnic origin, gender, family status, pregnancy, physical appearance, specific vulnerability resulting from their actual or assumed economic situation, surname, place of residence, state of health, loss of autonomy, disability or genetic characteristics, moral values, sexual orientation, gender identity, age, political opinions, trade union activities, status as a whistle-blower, ability to express oneself in a language other than French, actual or assumed belonging or not to a particular ethnic group, nation, alleged race or religion.

These actions may give rise to disciplinary sanctions in addition to any criminal proceedings. The ENS Director sets procedure regarding any breach of these regulations regarding respect for others.

Article 37 - Access to ENS Premises

School staff, staff contracted by organisations associated with or housed at the School, the student community, and any person with specific authorisation may access School premises and facilities provided they can present a card or document attesting their situation.

On ENS premises, students must show their student card to any authorised staff member upon request. Failure to present their card may result in immediate removal from ENS premises.

Other persons temporarily involved in ENS scientific and teaching activities, or taking part in meetings or activities organised by third party organisations in the context of classroom loan or rental arrangements, may access ENS premises on condition that they agree to comply with all rules and regulations in force, any specific instructions laid down by the Director's committee, and to provide proof of identity and the reason for their presence upon request.

The Director's committee reserves the right to refuse access to its premises to any person whose behaviour is liable to interfere in any way with the proper functioning of ENS teaching and other activities, or affect the health, safety, or security of persons and property.

The Director's committee may temporarily restrict access to ENS premises if necessary, for safety reasons in particular. For the same reasons, specific areas or facilities may be subject to restricted access procedures, specifically by means of an electronic lock system. Access cards issued by the School must be validated at the beginning of each academic year.

All persons on School grounds must refrain from any action or behaviour likely to disrupt the work or rest of those present, to cause any damage ENS infrastructure or equipment, or generally to disrupt the proper functioning of the establishment's activities. Persons residing on ENS premises in any capacity whatsoever are required to have comprehensive insurance coverage for the entire duration of their stay at the School, including civil liability, coverage for any health risk or damages that may occur during their time at the School, and coverage protecting the School for any damages to its property or likely to involve its liability.

Article 38 - Smoking and Electronic Cigarette Policy

Smoking is prohibited in all indoor (closed and covered) public spaces or workspaces. This ban also applies to electronic cigarettes.

Article 39 - Drug and Alcohol Policy

Individuals under the influence of drugs, alcohol, or any mind-altering substances are prohibited from accessing or remaining in ENS workspaces or any other area on ENS premises.

When staff, students, and others working or living on ENS premises wish to organise an event during which alcoholic beverages are to be served, the organisers must issue a written request for authorisation to the ENS Director prior to the event. At these events, it is forbidden to serve alcoholic beverages to visibly intoxicated persons.

In situations where the consumption of alcoholic beverages is deemed likely to endanger the safety or physical and mental health of ENS staff, the direct superior of the person under the influence may take all appropriate measures to prevent the risk of accident.

Article 40 - Use of Premises and Facilities

The School's premises and facilities must be used appropriately, that is to say for their intended purpose in order to best serve the public service mission of the ENS.

It is forbidden to disturb the peace and quiet of persons on the premises, to damage ENS furniture and equipment, or to disrupt the proper functioning of ENS activities in any way.

Article 41 - Associations

Associations involving ENS staff or with missions of direct interest to ENS are subject to the provisions of ENS-PSL Student Affairs Rules and Regulations regarding the hosting of student associations and the associated support arrangements they are entitled to.

Article 42 - Student-Led Housing Committee (DG)

Dormitory rooms at the ENS are allocated by a body known as the Student-Led Housing Committee made up of DENS Students elected by their peers. In this respect, the Student-Led Housing Committee is responsible for managing the allocation of rooms at the ENS for DENS civil servant status students, other students, and foreign boarders (in study exchanges with the ENS), with priority given to all first-year DENS students enrolled at the ENS, as well as students under scholarships based on social criteria as defined specifically by the French Code of Education.

Each year, the Student-Led Housing Committee submits a report to School management regarding the organisation of boarding room distribution.

Article 43 - Commercial Activities

It is forbidden to establish, even temporarily, the headquarters of a commercial company at the ENS, or to engage in commercial activities there directly or indirectly.

Canvassing and collection activities are strictly forbidden on ENS premises, unless expressly authorised by the ENS Director.

The sale of works published by Editions Rue d'Ulm is authorised within the School.

In exceptional cases, other publishers wishing to sell books or issues of journals when directly relevant to a scientific or cultural event organised at the School may be authorised to do so upon presentation of written approval by the ENS Director, who they can contact via the event organiser.

In return for any exceptional authorisation of sale granted to external publishers, a copy of each title on sale is to be donated by said publishers to the School's Common Documentation Department.

Article 44 - Meeting and Event Organisation

Any person or group wishing to organise meetings or events involving external persons with no link to ENS-PSL must seek prior agreement from the Director's Cabinet. The terms of this request are set by the Director.

When a meeting or event requires school infrastructure to be used in unintended ways (an exhibition in a corridor, a theatrical performance in a gymnasium, a dance party in a classroom, etc.), organisers must apply for official authorisation to host an exceptional event in a venue open to the public with the Paris Police Prefecture at least one month before the start of the event. In such cases, the organiser must request prior written authorisation from the Director's committee at least six weeks before the planned meeting or event.

This authorisation period is extended to three months if the event requires extensive organisation. Consequently, organisers must issue the request for authorisation to the Director's committee at least six weeks before the application submission deadline in general cases, and sixteen weeks before if the event requires extensive organisation.