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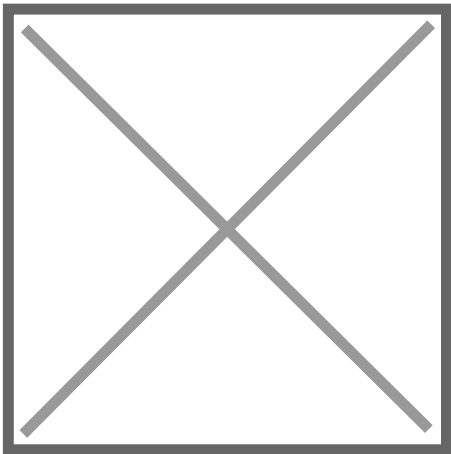
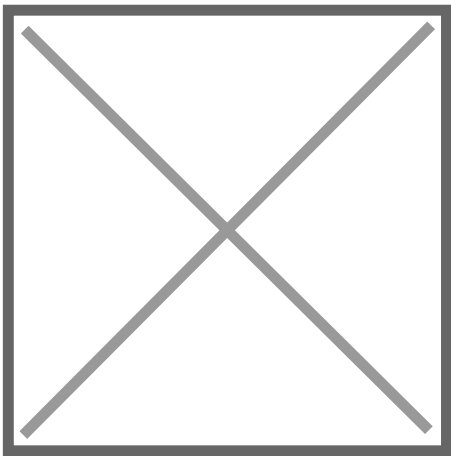
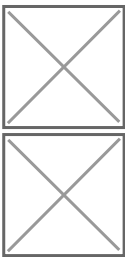
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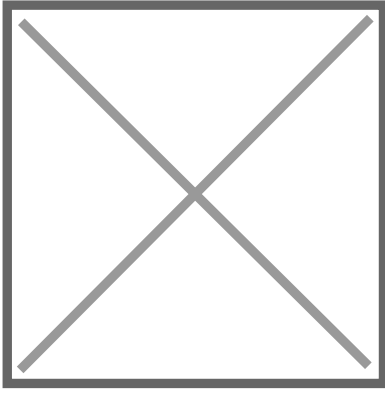
Envoyer

Une erreur est survenue. Merci de réessayer ultérieurement
Le mail de partage a bien été envoyé.

Add to Compare

M2 Gestion de l'archivage, des archives et des données





Master's degree

Specialisation Archives

Enrolment type

Full-time academic programmes Life-long learning

Language(s) of instruction

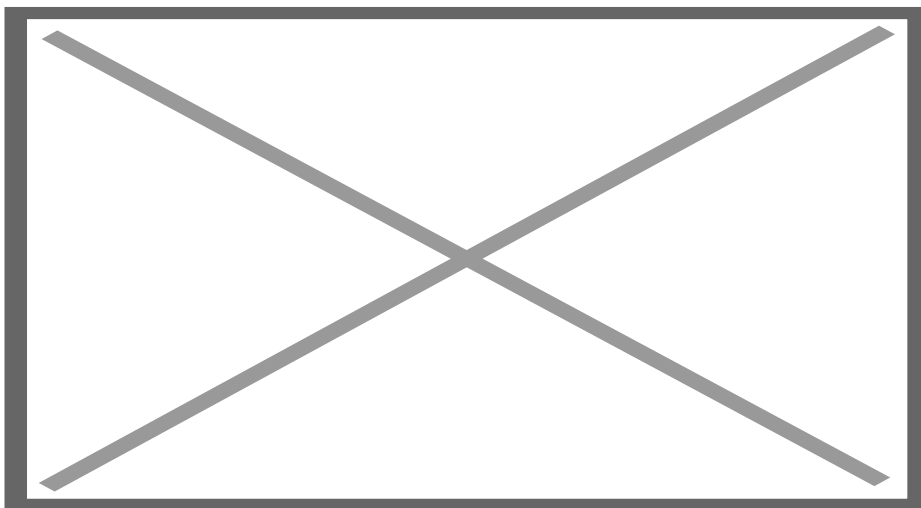
French

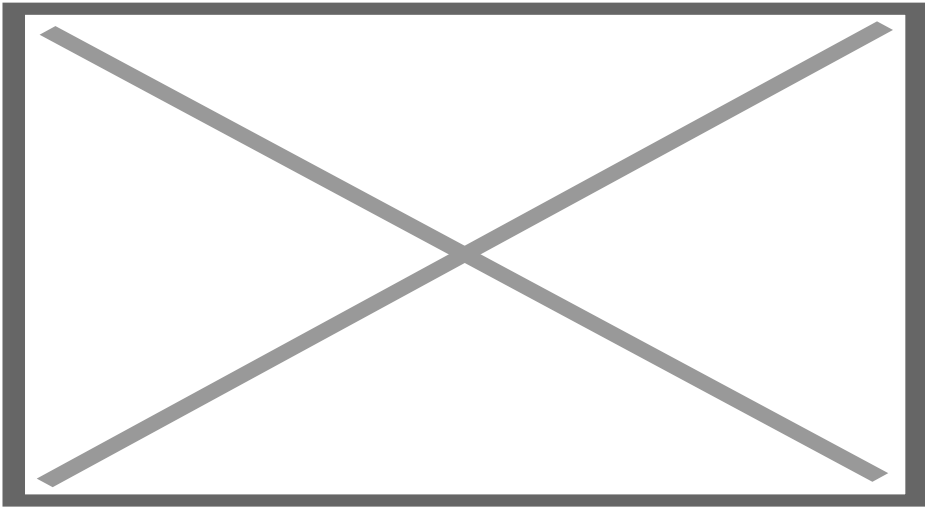
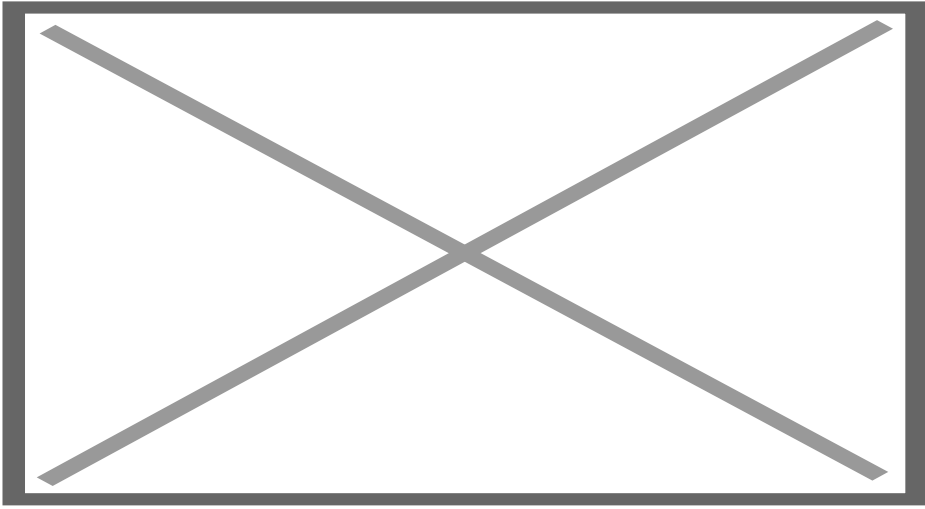
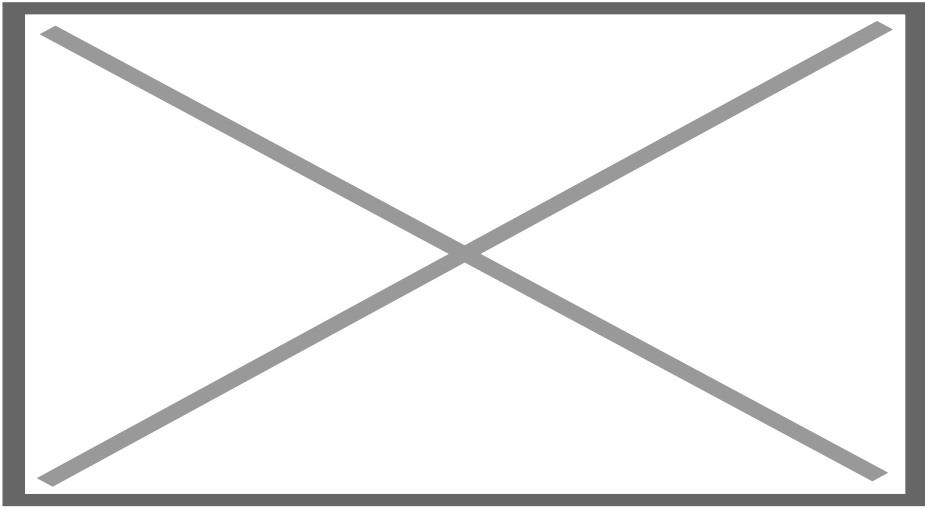
The Master's in Archives at Paris-Saclay University trains multiskilled archivists who can work in a variety of contexts: in the public sector or in private organizations, throughout the document lifecycle and the archival chain (records management, preservation of written heritage, research data management). Ninety percent of graduates are employed within six months of completing a program that combines early professionalization and research-based training.

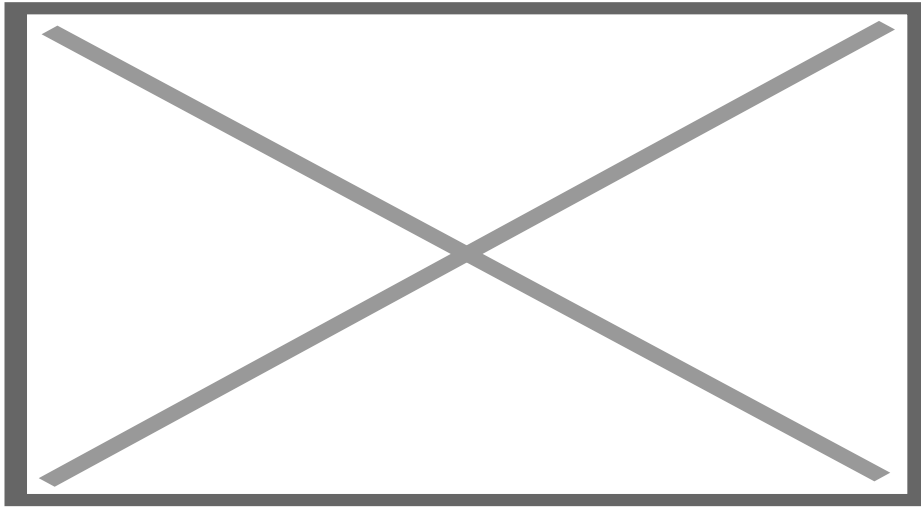
Through constant cooperation with four archive services – the Yvelines Departmental Archives, the Hauts-de-Seine Departmental Archives, the National Archives and the La Poste Group's Engineering and Archive Projects Department – the teaching team offers a progressive specialization in the field of archival science and data management. The M2 year is organised around professional modules, followed by a long internship.

[Télécharger la fiche détaillée](#)

[Apply Now](#)







■ ■

Information

- [Overview](#)
- [Application requirements](#)
- [Schedule](#)

Présentation

Débouchés

Career prospects

Archivist

Research or Design Engineer

Records manager

Calendar

Start of programme (indicative date)

03/10/2025

Admission

Capacity

Available Places

Période(s) de candidature

Inception Platform

From 01/05/2026 to 31/05/2026

Supporting documents

Compulsory supporting documents

Motivation letter.

All transcripts of the years / semesters validated since the high school diploma at the date of application.

Curriculum Vitae.

Additional supporting documents

VAP file (obligatory for all persons requesting a valuation of the assets to enter the diploma).

Supporting documents :

- Residence permit stating the country of residence of the first country
- Or receipt of request stating the country of first asylum
- Or document from the UNHCR granting refugee status
- Or receipt of refugee status request delivered in France
- Or residence permit stating the refugee status delivered in France
- Or document stating subsidiary protection in France or abroad
- Or document stating temporary protection in France or abroad.

Programme

Cadres théoriques et pratiques des archives

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
Métiers et concepts des archives	2	Semestre 1		12				

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
■								

Métiers et concepts des archives

ECTS : 2

Semester: Semestre 1

Detail

Directed study: 12

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Cadre juridique et obligations légales de l'archivage et des archives](#)

1	Semestre 1	8
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■

Cadre juridique et obligations légales de l'archivage et des archives

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 8

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Anglais professionnel \(UE internationalisation\)](#)

3	Semestre 1	40
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
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Anglais professionnel (UE internationalisation)

ECTS : 3

Semester: Semestre 1

Detail

Directed study: 40

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Production documentaire et gestion de l'archivage

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	directed study/practical class
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Principes de diplomatie	1	Semestre 1		6					
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Principes de diplomatie

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 6

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Pratiques de production de l'information	1	Semestre 1		8					
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	di
■									c

Pratiques de production de l'information

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 8

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Organiser la](#)

[production](#)

[documentaire](#)

1

Semestre

1

18

■

Organiser la production documentaire

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 18

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Evaluation et](#)

[sélection](#)

[documentaire](#)

1

Semestre

1

12

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	di
■									c

Evaluation et sélection documentaire

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 12

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Définir des stratégies d'archivage](#)

1

Semestre
1

18

■

Définir des stratégies d'archivage

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 18

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Projet tutoré : Audit en commune OU Projet de gestion de données scientifiques en laboratoire](#)

3

Semestre
1

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	discovery/practical class
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	---------------------------

Projet tutoré : Audit en commune OU Projet de gestion de données scientifiques en laboratoire

ECTS : 3

Semester: Semestre 1

Detail

Tutored project 10

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Traitement des archives

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	discovery/practical class
Décrire et classer des fonds d'archives	4	Semestre 1		28					

Décrire et classer des fonds d'archives

ECTS : 4

Semester: Semestre 1

Detail

Directed study: 28

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Projet personnel : Dossier de traitement archivistique \(DTA\)](#)

8 Semestre 2

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	dis
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Projet personnel : Dossier de traitement archivistique (DTA)

ECTS : 8

Semester: Semestre 2

Detail

Tutored project 40

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Conservation des archives

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	dis
Conservation préventive et curative des fonds	2	Semestre 1		18					

Conservation préventive et curative des fonds

ECTS : 2

Semester: Semestre 1

Detail

Directed study: 18

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Régie des fonds, stockage et récolement](#)

1	Semestre 1	6
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	dis
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	-----

Régie des fonds, stockage et récolement

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 6

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Plan d'urgence	1	Semestre 1	3
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Plan d'urgence

ECTS : 1

Semester: Semestre 1

Detail

Directed study: 3

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Accès aux archives et communication

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	c
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	---

L'accès aux archives : principes et enjeux	1	Semestre 2	8
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
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L'accès aux archives : principes et enjeux

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 8

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Diffusion et communication	1	Semestre 2	30
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Diffusion et communication

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 30

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Apprendre à connaître les publics des archives	2	Semestre 2	8
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------

Apprendre à connaître les publics des archives

ECTS : 2

Semester: Semestre 2

Detail

Directed study: 8

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Exploitation et archivage des données scientifiques

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
Questions juridiques : propriété, accès, réutilisation	2	Semestre 1		20				

Questions juridiques : propriété, accès, réutilisation

ECTS : 2

Semester: Semestre 1

Detail

Directed study: 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Acteurs, infrastructures et interfaces	2	Semestre 2		20				
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	d
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	---

Acteurs, infrastructures et interfaces

ECTS : 2

Semester: Semestre 2

Detail

Directed study: 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Données et](#)

[métadonnées :](#)

[traitement](#)

[numérique et](#)

[solutions](#)

[techniques \(1\)](#)

2

Semestre

1

20

Données et métadonnées : traitement numérique et solutions techniques (1)

ECTS : 2

Semester: Semestre 1

Detail

Directed study: 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Données et](#)

[métadonnées :](#)

[traitement](#)

[numérique et](#)

[solutions](#)

[techniques \(2\)](#)

2

Semestre

2

20

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	d
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	---

Données et métadonnées : traitement numérique et solutions techniques (2)

ECTS : 2

Semester: Semestre 2

Detail

Directed study: 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Exercer les métiers des archives aujourd'hui

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	d
Définir un projet de service	1	Semestre 2		8					

Définir un projet de service

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 8

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Gérer un projet \(UE
entreprenariat\)](#)

1	Semestre 2	12
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Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	d
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Gérer un projet (UE entreprenariat)

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 12

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Présenter et synthétiser à l'écrit et à l'oral](#)

1

Semestre
2

8

Présenter et synthétiser à l'écrit et à l'oral

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 8

Tutored project 10

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Les enjeux contemporains de la gestion des archives et des données \(séminaire et semaine intensive de la GS HSP\)](#)

1

Semestre
2

30

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	distance learning courses
----------	------	----------	---------	----------------	-----------------	------------------------	-------------------------	--------------------------------	---------------------------

Les enjeux contemporains de la gestion des archives et des données (séminaire et semaine intensive de la GS HSP)

ECTS : 1

Semester: Semestre 2

Detail

Directed study: 30

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

[Projet tutoré collectif](#)

2

Semestre

2

Projet tutoré collectif

ECTS : 2

Semester: Semestre 2

Detail

Tutored project 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Stage de fin d'études et rapport

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	distance learning courses
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[Stage de](#)

[4 mois](#)

20

Semestre

[et](#)

2

[rapport](#)

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	distance learning
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Stage de 4 mois et rapport

ECTS : 20

Semester: Semestre 2

Detail

Tutored project 20

Language(s) of instruction

Français

Remote teaching

non

Type of assessment

Evaluation Continue Intégrale

Teaching Location(s)

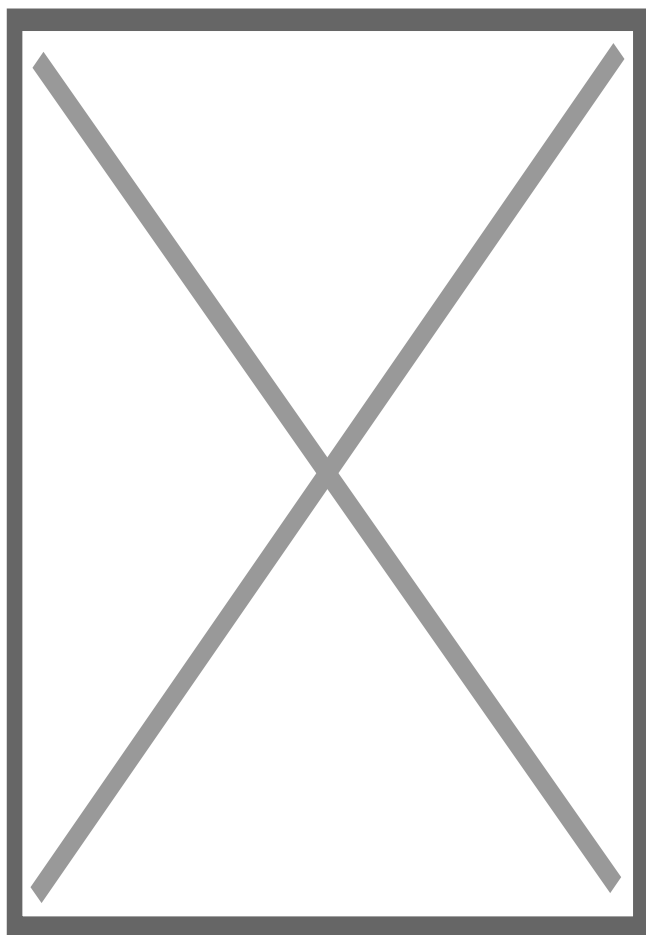
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PIERREFITTE SUR SEINE

GUYANCOURT

Training campus

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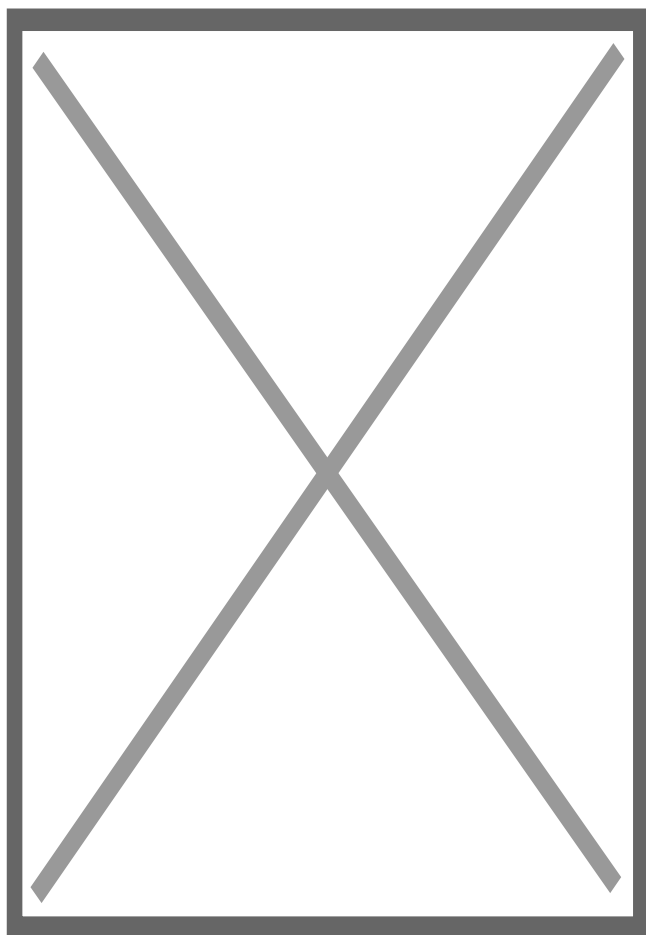
[Voir](#)

Student restaurant (CROUS)

Library

Sports facilities

Student residence



Saint-Quentin-en-Yvelines

Saint-Quentin-en-Yvelines

Bus 5103, 5150, 5198, 7807

RER C Saint-Quentin-en-Yvelines

[Voir](#)

Student restaurant (CROUS)

Student residence

Library

Contact

- **Pauline LEMAIGRE-GAFFIER**
- **Catherine KIKUCHI**

<http://www.universite-paris-saclay.fr/formation/master/archives/m2-gestion-de-larchivage-des-archives-et-des-donnees>