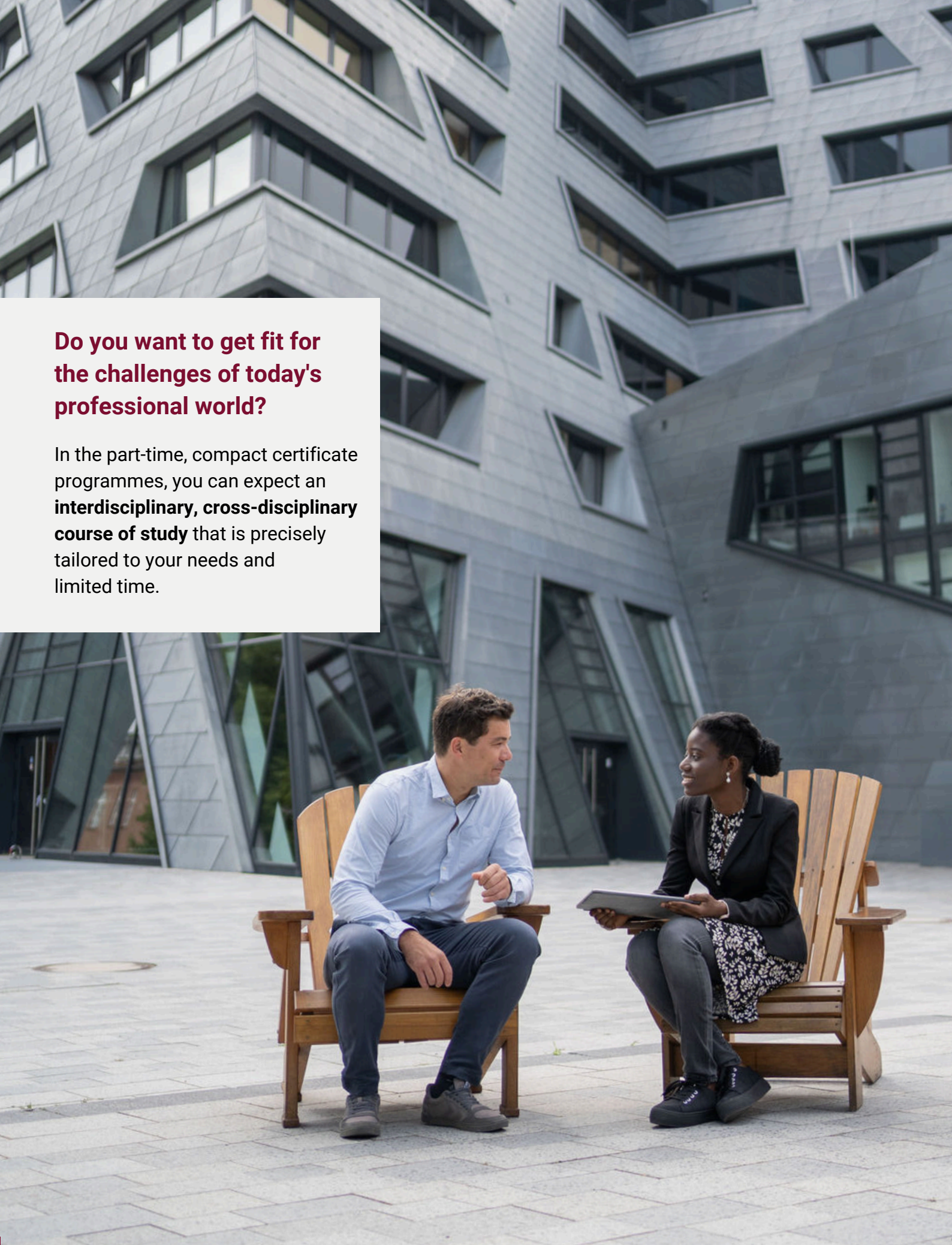
CERTIFICATE
INTERNATIONAL CONTRACT ADMINISTRATION ENGINEER

LEUPHANA
Professional School



Do you want to get fit for the challenges of today's professional world?

In the part-time, compact certificate programmes, you can expect an **interdisciplinary, cross-disciplinary course of study** that is precisely tailored to your needs and limited time.

DEAR PROSPECTIVE STUDENT,

Thank you for your interest in the International Contract Administration Engineer (ICAE) certificate programme. In today's global construction industry, professionals are increasingly confronted with complex legal, technical, and managerial challenges. This continuing education programme responds to those demands by offering a compact, practice-oriented qualification at university master's level.

Rather than focusing on national frameworks, the ICAE programme introduces international rules and mechanisms that govern globally funded construction projects. Designed for working professionals, it combines academic depth with practical relevance and encourages international exchange and networking.

In the following pages, you will find key information about the programme's content, structure, and academic recognition.

We invite you to take the next step in enhancing your impact in international project environments.

BJÖRN VAUK
Study programme coordinator

To the programme website

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BECOME A CERTIFIED **INTERNATIONAL CONTRACT ADMINISTRATION ENGINEER**

The advanced training **programme International Contract Administration Engineer** is suitable for professionals who seek to manage international construction projects. In particular those who are interested to work under FIDIC, ENAA or NEC4 are welcome. A number of renowned international experts will familiarize you with proven best practices and qualify you with the necessary interdisciplinary knowledge to successfully pursuit your goals in international construction contract and project management.

The programme consists of two seperate lecture weeks (participation online or physically) and remote digital lectures in the interim period, that will enable you to fully remain in active employment.

AT A GLANCE	
Degree	Certificate of Advanced Studies (CAS) or optionally a certificate of attendance
Credit Points	15
Length of study	1 semester
Language	English
Start date	May
Application deadline	January, 15th
Costs	4,900 Euro total plus the current semester fees of c. 255 Euro per Semester (Semester fees only apply if you decide to acquire ECTS)
Admission requirements	Undergraduate degree or level 6 degree, at least one year of professional experience and proof of sufficient English skills (B2 level)

FUTURE-ORIENTED QUALIFICATION

The International Contract Administration Engineer certificate provides professionals in international construction and infrastructure projects with a decisive career advantage. Whether working in engineering firms, consultancies, public institutions or on the client side—this qualification equips you to act confidently in complex global project environments.

You will develop interdisciplinary expertise in international construction law, standard forms of contract (such as FIDIC, ENAA, NEC4), project and contract management, negotiation, and dispute resolution. The practice-oriented approach ensures direct applicability—whether in drafting contracts, managing claims, or resolving disputes.

Organisations benefit from professionals who apply international standards to ensure compliant and efficient project delivery. The part-time format allows participants to stay employed while earning a university-level certificate that signals readiness for greater responsibility in global projects.

COURSE OF STUDY

The certificate programme is offered annually and comprises a total workload of 15 ECTS credits, which can be completed in one semester. During two intensive lecture weeks at Master's level (attendable online or on-site in Lüneburg) and five supplementary online sessions, you will gain in-depth knowledge across three thematic clusters. A diverse range of e-learning formats combined with personalized support ensures a well-structured digital learning experience tailored to your needs, allowing you to seamlessly integrate your studies into your professional life.

Would you like to view the semester schedule so you can compare it to your personal calendar?
No problem, please contact us and we will send you the current plan.

Pre- and post-processing documents for the synchronous events as well as for your self-study are made available to you via our online learning platform. You can engage with your fellow students and teaching staff around the world in forum discussions, webinars and group work spaces. The platform is also used to submit assessments and for preparing and revising classes.

MODULES AND CONTENTS

BB SP3.1	LAW IN AN ENGINEERING AND CONSTRUCTION CONTEXT

- Legal basics of international construction business
- Conflict of laws
- Basic contract law (Common Law & Civil Law)
- Procurement processes and procurement routes
- Risk allocation
- Introduction to major current FIDIC contract forms

BB SP3.2	PROJECT & CONTRACT MANAGEMENT

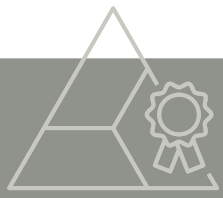
- Project development and procurement strategies
- Basics of construction management
- Best practice and recognized practice in international business
- Use of FIDIC forms of contract as terms of reference

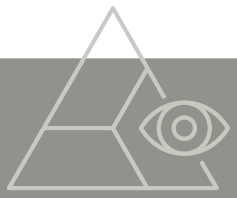
BB SP3.3	NEGOTIATION, DISPUTE AVOIDANCE & DISPUTE RESOLUTION

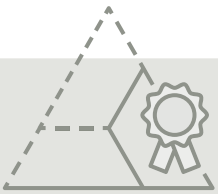
- Understanding how to avoid and resolve disputes arising in projects using international standard contracts like FIDIC
- Learning dispute avoidance and resolution techniques
- Familiarization with legal frameworks such as arbitration laws, UNCITRAL Model Laws, and international conventions
- Recognizing the impact of cultural and legal differences, procurement, and contract administration on disputes
- Developing skills to manage dispute avoidance and resolution economically, considering legal, psychological, and business relationship factors
- Studying principles of litigation strategies and associated risks
- Coverage of mediation and other Alternative Dispute Resolution (ADR) methods
- Learning about FIDIC dispute adjudication procedures, ICC arbitration, and similar processes
- Training in conducting negotiations and hearings

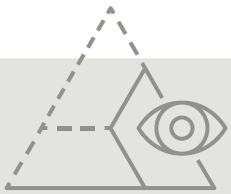
FORMS OF PARTICIPATION
FOR YOUR FURTHER EDUCATION

If you successfully complete all the modules for the certificate with an examination, you will receive your university certificate at the end of the programme: the Certificate of Advanced Studies. This certificate attests to the acquisition of specialist knowledge at university Master level and is worth a total of 15 credit points. However, you also have the option of waiving the exams without acquiring credit points. At the end of the course, you will then receive a certificate of attendance confirming your participation in the training programme.









	Certificate studies	**Certificate participation**	**Module studies**	**Module participation**
Immatriculation	✓	✗	✗	✗
Examination	✓	✗	✓	✗
CP acquisition	✓	✗	✓	✗
Degree	**University certificate**	**Certificate of attendance**	**Confirmation of CP acquisition**	**Certificate of attendance**
Study fees	✓	✓	✓	✓
Semester fees	✓	✗	✗	✗

If you decide to participate in the regular certificate programme, you will enrol as a student and can take advantage of benefits such as student discounts. If you choose the certificate participation option, you will only have to pay the tuition fees and no semester fees.

APPLICATION AND ADMISSION

The certificate programme begins in May each year. You have until 15 January to submit your application digitally using our application tool.

To meet the admission requirements for the certificate programme, you need

- University degree at Bachelor level
- At least one year of relevant professional experience
- Advanced English language skills

To the application website

You must submit the following application documents with your online application by the deadline:

- Online application
- Curriculum vitae presenting your academic and professional career
- Certified copy of your highest academic/educational degree
- Certificate or other evidence of professional experience in construction management or construction law
- Proof of English language skills

After you submit your application, we will review your documents and you will usually receive official notification in March. During the admission process, we will keep you informed of the individual steps and are always available to answer your questions.

It is also possible to take individual modules and to have them credited to the course at a later date, or to opt for the certificate participation. You can register for the modules, subject to availability, up until the start of the module in question.

At the beginning of your studies, you will receive all the information you need about the programme and have the opportunity to meet your fellow students and lecturers.

Do you have all the documents you need?
We look forward to receiving your application!

Are you unsure whether you fulfil the admission requirements or whether your documents are sufficient? We will be happy to advise you!

FEES AND FINANCING

The following fees apply for participation in the part-time Certificate International Contract Administration Engineer:

- Tuition fees: €4,900
- Plus semester fee: approx. €255 (per enrolled semester, not for the certificate participation option)

At the beginning of your studies, you determine the payment method in consultation with the coordinator. Instalment and special payments are possible. We will invoice you for the tuition fees based on the information you provide. The semester fee is charged in advance by the university during enrolment.

It is also possible to attend individual modules.

Due to the currently applicable legal regulations in Germany, you can claim costs related to your studies against tax. Please feel free to ask your tax advisor!

Studying is not only to your own advantage. Investing in your professional development can also be beneficial for your employer. A discussion with your superiors can provide clarity here. Some students negotiate individual financing models with their employers. These can vary from offers of support for flexible working hours to granting days off for study purposes or full financing of studies. We will be happy to issue the invoices for the tuition fees directly to your employer if they cover (a portion of) the costs.

Is it worth the financial investment in a part-time certificate programme? What costs can I expect and how can I best manage them? There are many questions regarding the financing of a part-time course of study.

Before you start your part-time studies at the Professional School, we recommend that you create an individual financing plan. It may also be worth looking at possible scholarships and grants.

Information on funding and financing

CONTACT

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INDIVIDUAL COUNSELLING
on campus, virtually via telephone or Zoom to evaluate whether the content of the programme meets your expectations. For a consultation, please contact us by e-mail at masterbaurecht@leuphana.de.

INFO DAY PART-TIME STUDY
Twice a year, we present the Certificate International Contract Administration Engineer at the Leuphana Professional School's Info Day.

Dates and registration

DATES AND EVENTS
You can find the latest dates for (online) info events on our website at any time.

Dates and registration