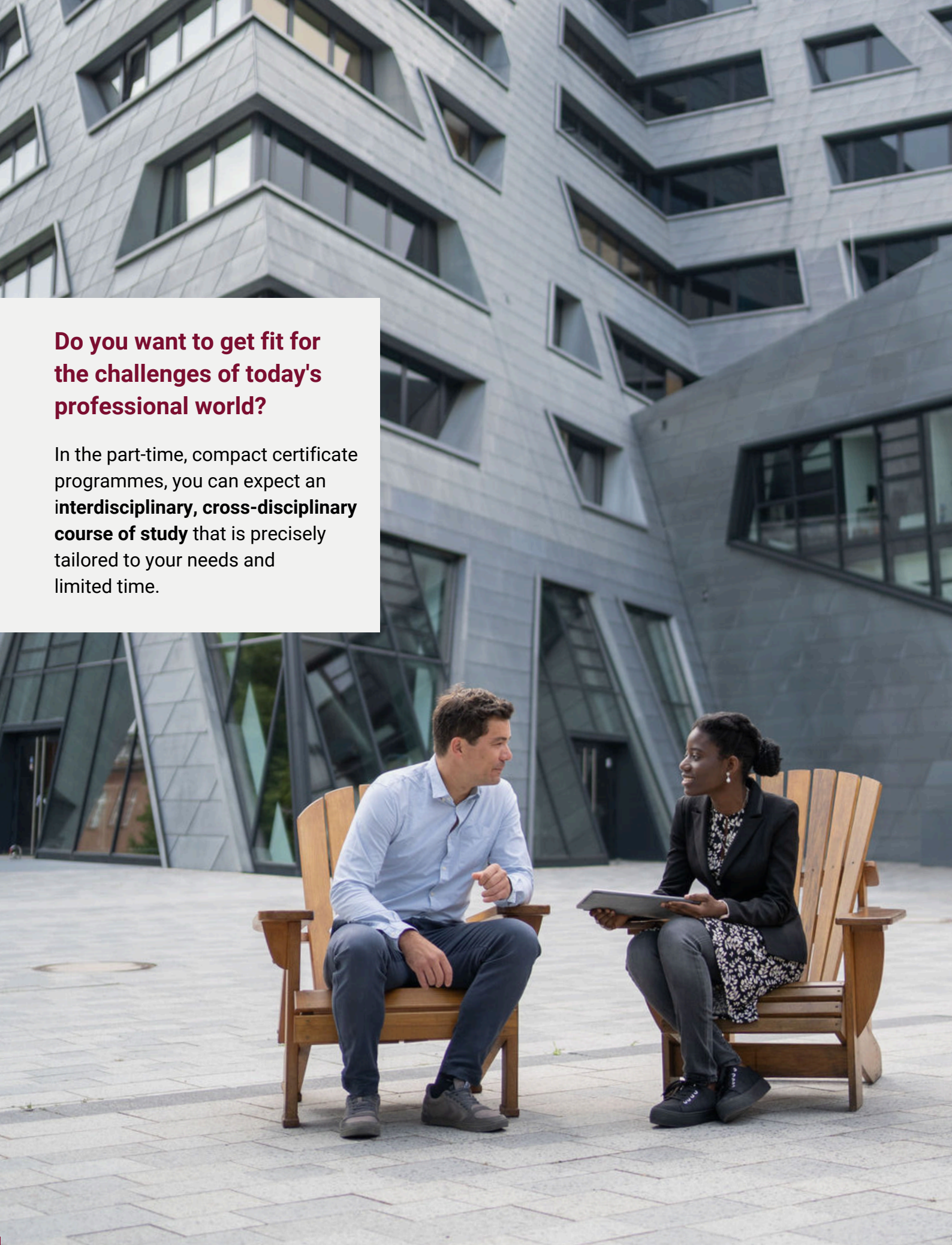
CERTIFICATE
ARTS & CULTURAL PRODUCTION & CULTURAL ORGANISATIONS

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 i**nterdisciplinary, cross-disciplinary course of study** that is precisely tailored to your needs and limited time.

DEAR PROSPECTIVE STUDENT,

thank you very much for your interest in our certificate programme Arts & Cultural Production and Cultural Organisations. The programme was developed in cooperation with the Goethe-Institut to respond to the challenges cultural managers are facing today in an ever changing environment. It is targeted at employees of cultural organisations in different countries who wish to improve in their profession regarding theoretical approaches to cultural production, funding, organisational development and policy conditions.

The classes and seminars of the course are distance-learning. Project work, international case studies and arts management practitioners provide a hands-on approach and give you the opportunity to bring in your own experiences and projects.

In this document, you receive some basic information about the programme, its goals, subjects and organisation. Further information on updates and events as well as our online application you find on our website.

You are welcome to arrange an individual consultation with us via our appointment booking tool or e-mail (macuma.info@leuphana.de) to answer all questions regarding the programme.

SABINE ENGEL
Study programme coordinator

CHRISTIAN HOLST
Study programme coordinator

To the programme website

TABLE OF CONTENTS

CONTENTS AND STRUCTURE

FORMS OF PARTICIPATION

APPLICATION AND ADMISSION

FEES AND FINANCING

DEVELOPING OPPORTUNITIES
FOR CULTURAL ORGANISATIONS

To survive in the competition with other institutions, cultural institutions must develop continuously. Here, they are subject to various influential factors, such as society, the market and politics, legal conditions as well as financial matters. To deal with these factors and in order to develop and manage change processes, comprehensive expertise is required. You can acquire this expertise in the **English-language certificate course Arts & Cultural Production and Cultural Organisations**.

The remote-learning course comprises a total of three modules in two or three semesters (dependent on the module selection). The certificate is embedded in the Masters programme in Arts and Cultural Management, which is offered in partnership with the Goethe-Institut.

AT A GLANCE	
Degree	Certificate of Advanced Studies (CAS) or optionally a certificate of attendance
Credit Points	15
Length of study	either 2 or 3 semesters
Language	English
Start date	either March or September (depending on the module selection)
Application deadline	January 15th or July 15th
Costs	2,560 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	Advanced English skills, a degree + at least two years' professional experience in the field of arts management or at least five years' professional experience for candidates without a degree
Programme Directors	Prof. Dr. Sigrid Bekmeier-Feuerhahn, Prof. Dr. Volker Kirchberg

FUTURE-ORIENTED QUALIFICATION

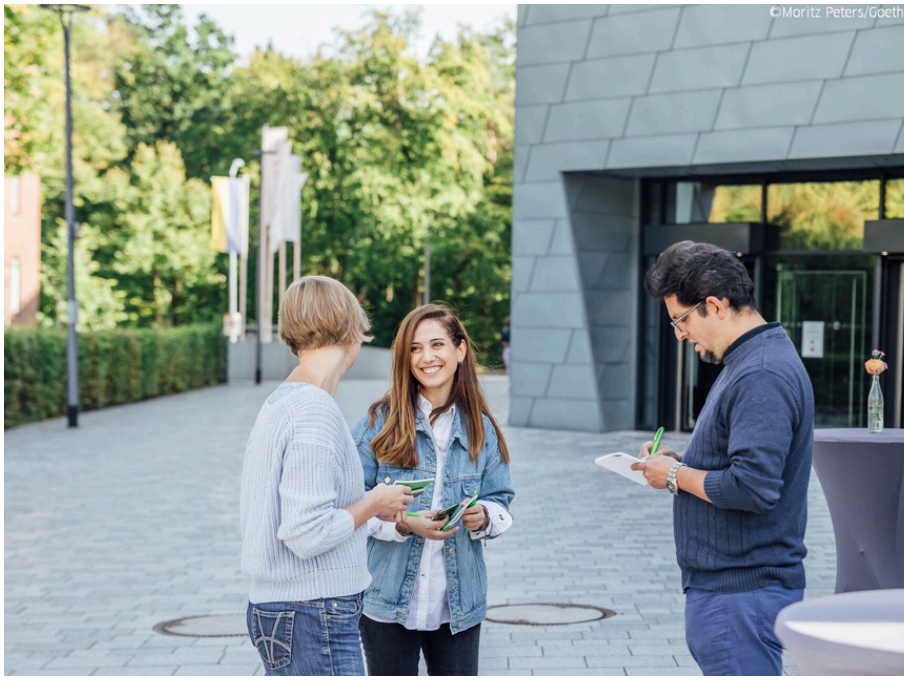
Today more than ever, cultural organisations and those who work for them are facing new challenges. Developments such as demographic change, digitisation and internationalisation coupled with growing demands for social responsibility and sustainability are creating both opportunities and risks. Cultural managers must deal with those risks and opportunities. In executive and key management roles in particular, culture professionals need extensive cultural management expertise if they are to understand and analyse these transformation processes and develop targeted, viable solutions.

In the certificate, you gradually develop methods and strategies that allow you to take a targeted approach to managing, developing or establishing cultural organisations. You are qualified to take on leadership roles, develop communication campaigns or actively shape change processes within your cultural organisation. The practical focus allows you to apply findings and concepts directly to your own work. For those seeking to specialise in cultural management in future, the certificate is also a first introduction to this wide-ranging field and the current challenges of work in the culture sector.

COURSE OF STUDY

The certificate programme is offered twice a year and comprises a workload of 15 ECTS credits, which can be completed within two or three semesters depending on the module selection. In total, you will complete three specialist modules. The certificate programme is delivered entirely online. The wide range of e-learning options and intensive student support guarantee a well-organised digital learning environment that is tailored to your needs. This allows you to optimally combine the courses with your professional activities.

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 and work with them on joint projects. The platform is also used to submit assessments and for preparing and revising classes.

A WEALTH OF CULTURAL MANAGEMENT EXPERTISE

The Goethe-Institut has been offering training and networking programmes in cultural management worldwide to further qualify cultural professionals and to advance the development of cultural infrastructures since 2009. Typically, each Goethe-Institut programme is tailored to specific local needs and to the potentials of course participants. The Goethe-Institut considers all of its courses as reciprocal, mutual learning processes in which the participants are the experts in their fields. The global network of 157 institutes gives the Goethe-Institut close ties to local arts scenes. This international practical expertise is contributed to the Master's in Arts and Cultural Management.

> Due to our many years of experience in cultural management programmes and our global network, we can ensure the transfer of knowledge and practical skills in the Master programme Arts & Culture Management. We are very pleased to be able to offer this unique Master's degree programme.
>
> Dr. THOMAS LIER,
> former Head of Cultural Education and Discourse at the Goethe-Institut

PRACTICE ORIENTATION

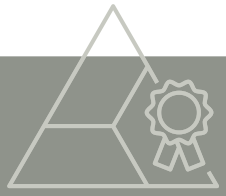
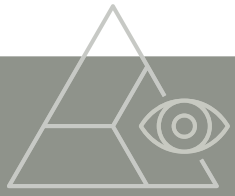
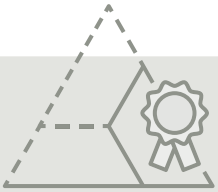
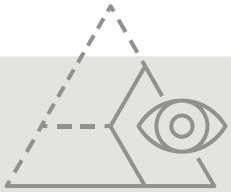
Leuphana's scientists ensure in-depth scientific and conceptually sound further education. Representatives from the Goethe-Institut and cultural organisations from all over the world complement the programme and present the course content from a practical and international perspective. Case studies support the distinct practical orientation. We warmly invite you to discuss current issues and (sub-)projects from your professional life with your fellow students and lecturers during your studies. Kill two birds with one stone and apply the knowledge you have learned directly into your organisation.

MODULES AND CONTENTS

Macuma F2	THEORIES OF ART PRODUCTION AND ORGANIZATIONS (ELECTIVE MODULE)
	Environment and framework for the production of cultural goods • Overview of current theories • Role of cultural organisations within their broad network in society, in politics and on the ma • Sociology of the arts and Art Organisations: organisational theory and analysis • Production of cultural goods, value chains and constraints • Cultural Ecologies: preservation, citizenship and network connectivity
Macuma F5	INTERNATIONAL LAW & CULTURAL POLICIES (ELECTIVE MODULE)
	Cultural policy environment and framework from an international perspective • Current media law, data protection and copyright requirements • Introduction to international organisations and cultural policies • Key concepts of international cultural policy
Macuma F6	DEVELOPING CULTURAL ORGANISATIONS (ELECTIVE MODULE)
	Entrepreneurship and change processes • Change within arts and cultural organizations • Tools and tactics • Drawing up a strategic plan or concept for innovation
Macuma F7	ACCOUNTING, FINANCE, FUNDRAISING (ELECTIVE MODULE)
	Financial planning within cultural organisations and cultural projects • The financial ecosystem in the arts • Public funding • Private funding • Financial management & accounting • Earned income

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 semester: the Certificate of Advanced Studies. This certificate attests to the acquisition of specialist knowledge at university Master's 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 March and September each year. You have until 15 January or 15 July to submit your application digitally using our application tool.

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

- a university degree and at least two years of professional experience in the field of arts management OR at least five years of professional experience if no university degree is available
- advanced English language skills

To the application website

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

- Certified certificate of the university degree, if available
- Proof of English
- Proof of at least two years of professional experience (also voluntary or part-time) in the field of arts management OR at least five years of professional experience if no university degree is available

After you submit your application, we will review your documents and you will usually receive official notification in February or August. 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 w be happy to advise you!

FEES AND FINANCING

The following fees apply for participation in the part-time Certificate Arts and Cultural Production and Cultural Organisations:

- Tuition fees: €2,560
- 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.

Arrange a personal consultation appointment by email and get answers to your questions about student financing:
psfinanzierung@leuphana.de

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

Programme Coordinator
SABINE ENGEL
Fon 04131.677-1858
sabine.engel@leuphana.de

Programme Coordinator
CHRISTIAN HOLST
Fon 04131.677-2534
christian.holst@leuphana.de

INDIVIDUAL COUNSELLING

On campus, virtually via telephone or Zoom to evaluate whether the content of the programme meets your expectations. For a counselling session, please select an appointment in our booking portal.

To the appointment booking

INFO DAY PART-TIME STUDY

We regularly present the certificate at online information days of the Leuphana Professional School.

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