

Area of Interest: Arts and Design

Applied Museum Studies

Ontario College Advanced Diploma

Program Code: 0446C01FWO

3 Years

Ottawa Campus

Our Program

Learn curatorial and conservation techniques for a career upholding culture and history.

The three-year Applied Museum Studies Ontario College Advanced Diploma prepares you with the knowledge and skills to support curatorial and conservation activities in the museum, heritage, and cultural sectors.

Gain skills and knowledge in:

- collections management
- educational programming
- exhibit preparation
- museum management
- conservation and preservation

Develop capabilities related to cultural resource management, focusing on collections care, research and interpretation. Areas of study include:

- classifying, cataloguing and interpreting collections, artefacts and works of art
- designing, constructing and installing exhibits and displays
- assessing, preserving and treating material culture

Put theory into practice in our well-appointed conservation and exhibition preparation labs. Working with our teaching collection and in collaboration with local cultural institutions, you complete a variety of hands-on projects and group assignments that will enhance your knowledge and skills and make valuable contributions in museums, galleries and the cultural sector.

This program includes a full-semester field placement. The field experience combines your theory and lab skills with professional practice in the cultural industry. At the end of your placement, highlight your work in a showcase event. The showcase event also gives you the chance to network with industry professionals for future employment.

Graduates of this program may find opportunities in entry-level technical and management positions in museums and galleries or other cultural/heritage institutions. Graduates may also be employed as freelance museum contractors or as staff in antique or art shops.

Employment

Upon graduation, you may find employment in entry-level technical or management positions in museums, galleries, or other cultural and heritage institutions.

The skills you gain will open the doors to your career in the cultural sector. Employment possibilities outside of museum work may include freelance museum contracting, and skills you acquire will be applicable in work at cultural sites, interpretive centres, framing shops, government agencies and more.

Learning Outcomes

The graduate has reliably demonstrated the ability to:

- Apply course learning and training to function within an employment situation.
- Create and maintain well organized, managed and documented collection.
- Identify, advance and incorporate approved conservation principles into all museum practices to ensure the long-term preservation of objects.
- Create and deliver educational programs for/to audiences of all ages, interests and abilities with clearly defined and measurable learning objectives and outcomes.
- Design, construct and install interpretative exhibits which are accessible, relevant, accurate and effectively communicate defined and measurable objectives.
- Apply a range of management and administrative knowledge and skills to maintain and strengthen the role and the impact of museums in society.
- Conduct research for the following three areas: Subject Area, Museum Function, and Museological.
- Identify and apply discipline-specific practices that contribute to the local and global community through social responsibility, economic commitment and environmental stewardship.

Program of Study

Level: 01	Courses	Hours
ENL1813M	Communications 1	42.0
MUS1974	Canadian Studies	42.0
MUS1997	Art, Architecture and Artefacts	42.0
MUS1999	Introduction to Museum Research	42.0
MUS2003	Introduction to Group Dynamics	42.0
Elective: choose 1	Courses	Hours
FLS3000	French as a Second Language Beginner I	48.0
FLS3001	French as a Second Language Beginner II	48.0
Level: 02	Courses	Hours
ENL1853C	Professional Writing for Museum Studies	42.0
MUS1934	History of Technology	42.0
MUS2000	Critical Thinking	42.0
MUS2002	Introduction to Museum Studies	56.0
MUS2004	Cultural Sector Career Preparation	28.0
Elective: choose 1	Courses	Hours
FLS3001	French as a Second Language Beginner II	48.0
FLS3002	French as a Second Language Beginner III	48.0

Choose one from equivalencies: Courses		Hours
GED0446	General Education Elective	42.0
Level: 03	Courses	Hours
MUS0039	Digital Content in the Cultural Sector	28.0
MUS2006	Museum Management	42.0
MUS2007	Collections Management I - Registration	42.0
MUS2008	Shop Practices	56.0
MUS2023	Preservation Principles 1	56.0
MUS2024	Preservation Principles 2	56.0
MUS2026	Digital Design for Museums	42.0
Level: 04	Courses	Hours
MUS2010	Informal Learning in Museums	42.0
MUS2012	Educational Programming	42.0
MUS2013	Techniques in Exhibition	84.0
MUS2014	Laboratory Procedures 1	84.0
MUS2015	Revenue Generation and Public Relations	42.0
MUS2016	Collections Management 2 - Cataloguing and Research	42.0
Level: 05	Courses	Hours
MUS1982	Human Resources Planning and Management	42.0
MUS2017	Collection Management 3 - Care, Handling and Storage	56.0
MUS2018	Program InterPretation	42.0
MUS2019	Plan and Develop Educational Exhibitions	56.0
MUS2020	Laboratory Procedures 2	84.0
MUS2021	Museum Field Placement Preparation	28.0
Level: 06	Courses	Hours
MUS2022	Museum Field Placement	455.0

Fees for the 2025/2026 Academic Year

Tuition and related ancillary fees for this program can be viewed by using the Tuition and Fees Estimator tool at <http://www.algonquincollege.com/fee-estimator>

Further information on fees can be found by visiting the Registrar's Office website at <http://www.algonquincollege.com/ro>

Fees are subject to change.

Admission Requirements for the 2026/2027 Academic Year

College Eligibility

- Ontario Secondary School Diploma (OSSD) or equivalent; OR
- Mature Student status (19 years of age or older and without a high school diploma at the start of the program). Eligibility may be determined by academic achievement testing, for which a fee will be charged.

Program Eligibility

- English, Grade 12 (ENG4C or equivalent) with a grade of 65% or higher.
- Eligibility for Direct Entry to Second Year: University Degree.
- Applicants with international transcripts must provide proof of the subject specific requirements noted above and may be required to provide proof of language proficiency. Domestic applicants with international transcripts must be evaluated through the International Credential Assessment Service of Canada (ICAS) or World Education Services (WES).
- IELTS-International English Language Testing Service (Academic) Overall band of 6.5 with a minimum of 6.0 in each band; OR TOEFL-Internet-based (iBT)-overall 88, with a minimum of 22 in each component: Reading 22; Listening 22; Speaking 22; Writing 22; OR Duolingo English Test (DET) Overall 120, minimum of 120 in Literacy and no score below 105.

University graduates or those currently completing a degree who are applying for direct entry to the second year of the program should clearly identify that they are applying to Level 3 (rather than level 1) when applying to www.ontariocolleges.ca. The number of direct entry spaces is limited. Please ensure you apply to the program by February 1st for equal consideration.

Admission Requirements for 2025/2026 Academic Year

College Eligibility

- Ontario Secondary School Diploma (OSSD) or equivalent. Applicants with an OSSD showing senior English and/or Mathematics courses at the Basic Level, or with Workplace or Open courses, will be tested to determine their eligibility for admission; OR
- Academic and Career Entrance (ACE) certificate; OR
- General Educational Development (GED) certificate; OR
- Mature Student status (19 years of age or older and without a high school diploma at the start of the program). Eligibility may be determined by academic achievement testing for which a fee will be charged.

Program Eligibility

- English, Grade 12 (ENG4C or equivalent) with a grade of 65% or higher.
- Eligibility for Direct Entry to Second Year: Ontario College Diploma, Ontario College Advanced Diploma or a University Degree.
- Applicants with international transcripts must provide proof of the subject-specific requirements noted above and may be required to provide proof of language proficiency. Domestic applicants with international transcripts must be evaluated through the International Credential Assessment Service of Canada (ICAS) or World Education Services (WES).
- IELTS-International English Language Testing Service (Academic) Overall band of 6.5 with a minimum of 6.0 in each band; OR TOEFL-Internet-based (iBT)-overall 88, with a minimum of 22 in each component: Reading 22; Listening 22; Speaking 22; Writing 22; OR Duolingo English Test (DET) Overall 120, minimum of 120 in Literacy and no score below 105.

Not sure if you meet all of the requirements? Academic Upgrading may be able to help with that: <https://www.algonquincollege.com/access/>.

Application Information

APPLIED MUSEUM STUDIES
Program Code 0446C01FWO

Applications to full-time day programs must be submitted with official transcripts showing completion of the academic admission requirements through:

ontariocolleges.ca
60 Corporate Court
Guelph, Ontario
N1G 5J3
1-888-892-2228

Students currently enrolled in an Ontario secondary school should notify their Guidance Office prior to their online application at <http://www.ontariocolleges.ca/>

Applications for Fall Term and Winter Term admission received by February 1 will be given equal consideration. Applications received after February 1 will be processed on a first-come, first-served basis as long as places are available.

International applicants please visit this link for application process information:
<https://algonquincollege.my.site.com/myac360/s/self-registration-page> .

For further information on the admissions process, contact:

Registrar's Office
Algonquin College
1385 Woodroffe Ave
Ottawa, ON K2G 1V8
Contact: <https://www.algonquincollege.com/ro>

Additional Information

The Applied Museum Studies program consists of courses that are delivered in a variety of formats including face-to-face in a classroom, hybrid (combination of classroom and online learning). There is no remote option for this program, every course has an in-person component. Students also participate in laboratory and field placement learning activities.

Class schedules vary from term to term and courses may be scheduled between the hours of 8 a. m. and 10 p.m.

Students are strongly encouraged to improve their French language skills to maximize job opportunities, particularly those available in the Ottawa area which require bilingualism. Students should be prepared to complete one to two hours of additional preparation, study and/or project work for each hour spent in the classroom or laboratory. Due to the specialized nature of the museum labs and equipment, a significant amount of this extra work needs to be conducted in the labs at the College and cannot be completed at home.

Students may apply for transfer of academic credits from Algonquin College (internal transfer) or from other institutions (external transfer). College Policies AA09 and AA10 apply to transfer of credits. For more information visit: www.algonquincollege.com/directives. Students may apply for credit by challenging courses using Prior Learning Assessment and Recognition (PLAR). College Policy AA06 applies to PLAR. Students pay a fee for each course they wish to be exempt from and, through either a portfolio or challenge examination, a PLAR may lead to the acceptance of work and life experience in lieu of taking certain courses. For more information visit: <http://www.algonquincollege.com/col/plar>

Museum workers are often in contact with the public and frequently engage with others in a team environment. As such, interpersonal skills and the ability to communicate effectively both verbally and in writing are considered crucial skills for our graduates. Workers who handle museum objects and works of art must be precise, detail-oriented, and comfortable with assuming responsibility for collections that are often delicate, fragile, and very valuable.

Experience is a key factor in finding permanent employment in the cultural sector. Volunteer positions and field placements help students determine their preferred areas of work and provide networking opportunities with industry professionals. The program schedule allows time for volunteering, provides a 15-week field placement, and offers students many opportunities to establish industry contacts.

Note: Students must successfully complete all courses up to Level O6 to participate in a semester-long Field Placement.

ACADEMIC PROBATION:

Students who have two or more F grades in a given term or whose term grade point average falls below 1.7 are considered to be on academic probation (Policy AA14 Grading System). This requires the student to meet with their academic advisor or coordinator to sign a learning contract which identifies the conditions which must be met to continue in the program. Students who do not meet the terms of their learning contract are withdrawn from the program.

Contact Information**Program Coordinator(s)**

- Desideria Desjardins, <mailto:desjard@algonquincollege.com> , 613-727-4723

Course Descriptions**ENL1813M Communications 1**

Communication remains an essential skill sought by employers, regardless of discipline or field of study. Using a practical, vocation-oriented approach, students focus on meeting the requirements of effective communication. Through a combination of lectures, exercises, and independent learning, students practise writing, speaking, reading, listening, locating and documenting information, and using technology to communicate professionally. Students develop and strengthen communication skills that contribute to success in both educational and workplace environments.

Prerequisite(s): none
Corerequisite(s):none

ENL1853C Professional Writing for Museum Studies

Communicating clearly to different audiences for different purposes is a skill required for success in the workplace. Through composing and formatting standard business correspondence, including reports, proposals, labels, and brochures, students apply and refine their writing, speaking, reading, listening, research, and oral presentation skills for the cultural sector.

Prerequisite(s): ENL1813S
Corerequisite(s):none

FLS3000 French as a Second Language Beginner I

Learning French is essential to understand and communicate in workplace environments. Students develop basic level abilities in reading, listening and speaking through active participation in a wide range of communication activities. Through the acquisition of basic French grammar students give and receive personal and work-related information, describe surrounding objects and people by using very simple sentences and by asking and giving directions. Active participation in-class is required.

Prerequisite(s): none
Corerequisite(s):none

FLS3001 French as a Second Language Beginner II

Success in bilingual postsecondary institutions and in the workplace rests upon good French language skills. Students increase reading, listening and speaking skills while using their program-related basic vocabulary to enhance their understanding of workplace French as they complete a wide range of assignments. Students explore sentence structure and grammar in order to write simple sentences, describe daily tasks in the present tense and explain their plans using the near future tense. Active participation in class is required.

Prerequisite(s): FLS3000
Corerequisite(s):none

FLS3001 French as a Second Language Beginner II

Success in bilingual postsecondary institutions and in the workplace rests upon good French language skills. Students increase reading, listening and speaking skills while using their program-related basic vocabulary to enhance their understanding of workplace French as they complete a wide range of assignments. Students explore sentence structure and grammar in order to write simple sentences, describe daily tasks in the present tense and explain their plans using the near future tense. Active participation in class is required.

Prerequisite(s): FLS3000
Corerequisite(s):none

FLS3002 French as a Second Language Beginner III

Clear and accurate communication skills in French lead to academic and career success. Students receive extensive feedback from instructors to improve comprehension and develop strategies for effective communication in the workplace and in postsecondary environments. Students communicate basic personal information using common and familiar words, as well as formulaic expressions, in response to simple questions about immediate needs, such as greetings and other goodwill messages. They read and understand short adapted texts using everyday vocabulary. Active participation in class is required.

Prerequisite(s): FLS3001
Corerequisite(s):none

GED0446 General Education Elective

Students choose one course, from a group of general education electives, which meets one of the following five theme requirements: Arts in Society, Civic Life, Social and Cultural Understanding, Personal Understanding, and Science & Technology.

Prerequisite(s): none
Corerequisite(s):none

MUS0039 Digital Content in the Cultural Sector

Evolutions in technology have resulted in a wealth of digital information which has strengthened cultural institutions by supporting collections management, conservation, exhibitions and education. Students study best practices for creating and managing content. This includes basic operation of a digital SLR and the application of techniques for proper artefact documentation in conservation, registration and collections management. Students investigate contemporary standards for digitization of cultural material, explore preservation strategies and consider challenges faced in managing digital heritage collections.

Prerequisite(s): none
Corerequisite(s):none

MUS1934 History of Technology

Students explore the concept of technology and review its historical origins. The influences of early technologies and how they have changed the way we see and develop technology today are investigated. Relationships between society and technology including the factors of religion, politics, economics and science are also examined.

Prerequisite(s): none
Corerequisite(s):none

MUS1974 Canadian Studies

Students examine the social, political and economic history of Canada from Confederation to the present. Through the investigation of selected political, cultural, social, and economic events

students discover and evaluate several key themes in the development of the Canada that we know today.

Prerequisite(s): none
Corerequisite(s):none

MUS1982 Human Resources Planning and Management

Human capital is a critical organizational resource that contributes to goal attainment, strategy, financial results, and the sustainability of an organization. Students explore human resources planning and the role of the manager, including management styles and human resource challenges experienced when managing paid staff, volunteers and contract personnel.

Prerequisite(s): none
Corerequisite(s):none

MUS1997 Art, Architecture and Artefacts

Style has influenced art, architecture and artefacts throughout history. Students discover some of the major style makers and examine the main style periods. Analysis and examination of social history and values, political history and material sources help resolve some historical and modern questions about how style has influenced the objects around us.

Prerequisite(s): none
Corerequisite(s):none

MUS1999 Introduction to Museum Research

Students focus on research as it applies to the museum field, including the different types of research, sources of information, research standards and formats. The role computers play in museum work is explored. Students develop the attitudes, knowledge and skills to conduct their own research in museum studies using applicable resources.

Prerequisite(s): none
Corerequisite(s):none

MUS2000 Critical Thinking

Logic and critical-thinking skills play an important role in both daily life and ongoing academic studies. Students learn the art of analyzing and evaluating their thinking processes. Students apply reasoning skills, analyze information and problem solve using critical-thinking skills.

Prerequisite(s): none
Corerequisite(s):none

MUS2002 Introduction to Museum Studies

Students are introduced to the major fields of museum work. Students develop knowledge of the roles and responsibilities of professionals working in conservation, collections management, public programming, exhibitions and museum management and the inter-relationships of these fields within the museum.

Prerequisite(s): none
Corerequisite(s):none

MUS2003 Introduction to Group Dynamics

Being able to work within a group effectively is an essential interpersonal skill required in the work force. Students explore theories of group dynamics and the role of the individual within a team. Students develop skills which allow them to operate effectively in groups and to communicate clearly. Experiential learning opportunities are incorporated into the class to support students in learning about group processes by actively participating in group exercises.

Prerequisite(s): none
Corerequisite(s):none

MUS2004 Cultural Sector Career Preparation

Students are prepared to locate employment opportunities and apply for employment in the cultural sector. They are provided with the tools necessary to effectively conduct job searches, register for government supported summer positions, create applicable correspondence and develop resumes specifically written to procure employment in the cultural sector.

Prerequisite(s): none
Corerequisite(s):none

MUS2006 Museum Management

An overview of museum management and operations is provided by involving students in the process of management planning. Students create a business plan and project plan from criteria found in a long-range strategic plan.

Prerequisite(s): none
Corerequisite(s):none

MUS2007 Collections Management I - Registration

Curatorial research, education and the interpretation of material culture relies largely on objects in the institution's collection. Effective management of the collection supports these functions. Students focus on the process through which artefacts and specimens enter the museum and are documented: acquisition, ethics, policy, identification and registration documentation, numbering, vocabulary and classification systems, labeling and related legal concerns.

Prerequisite(s): none
Corerequisite(s):none

MUS2008 Shop Practices

Knowledge of shop practices and the development of shop skills support collections management projects, conservation treatments and exhibit fabrications. Basic development of practical skills in museum shop practices is provided. Students learn shop safety and the proper and safe use of hand and power tools. Students learn to identify and use appropriate materials and finishes. A variety of approaches for mounting 2D materials, producing museum labels and matting and framing works are examined. Finally, basic technical sketching, blueprint reading, and model construction are introduced.

Prerequisite(s): none
Corerequisite(s):none

MUS2010 Informal Learning in Museums

Students develop an understanding of making exhibitions and programs more accessible to museum visitors. Students study learning styles, visitor profiles, and the use of evaluation strategies to identify appropriate objectives, means and methods of communicating interpretive messages. Strategies, such as interpretive writing and developing interactivities for exhibitions are examined in some detail. Finally, characteristics of successful visitor-centered exhibitions and programs are discussed and reinforced by visits to a variety of institutions.

Prerequisite(s): none
Corerequisite(s):none

MUS2012 Educational Programming

Public programming is one of the main ways that cultural institutions engage with the public. An

introduction, with a focus on the educational aspects of interpretive programming, is provided. Students examine the development process of program creation with special emphasis on outcome-based objective writing, program evaluation, learning theory and styles and curriculum based programming.

Prerequisite(s): none
Corerequisite(s):none

MUS2013 Techniques in Exhibition

Display fabrication requires specialized technical knowledge to meet the demanding environment in a museum or gallery. Students further expand skills and techniques to fabricate and install interpretive exhibits and displays to a level that meets museum requirements and standards. Students formulate and apply specifications for aesthetically pleasing display environments and furnishings that provide protection for the objects on display.

Prerequisite(s): MUS2008 and MUS2026
Corerequisite(s):none

MUS2014 Laboratory Procedures 1

Along with a thorough understanding of the principles and techniques of preventive care, the development of remedial treatment skills is critical for collections care. Students develop knowledge and skills required to begin basic remedial conservation treatment of inorganic objects. Students learn to assess artefact conditions, provide appropriate remedial conservation treatment procedures, preventive recommendations and conduct clear, concise documentation of same. Safe and orderly laboratory procedures are taught and employed. Students conduct hands-on treatments of ceramic, iron and silver objects.

Prerequisite(s): MUS2023 and MUS2024
Corerequisite(s):none

MUS2015 Revenue Generation and Public Relations

Students explore traditional methods of revenue generation within the cultural sector and emerging revenue generation trends. The sources for raising funds and the ethics of fundraising are explored as well as the types and sources of grants in the cultural sector. Students learn the importance of public relations and the impact on the overall success of the cultural institution. Additionally, students develop a logic model for a museum project, learn to identify project outcomes in support of grant applications, and create a fundraising proposal and relevant public relations materials for a museum project.

Prerequisite(s): MUS2006
Corerequisite(s):none

MUS2016 Collections Management 2 - Cataloguing and Research

Effective management of the collection supports curatorial research, education and the interpretation of material culture. Proper documentation and information management is essential to managing collections. Students develop and apply skills in identifying, researching, cataloguing, classifying and evaluating museum artefacts according to standard collections management systems.

Prerequisite(s): MUS2007
Corerequisite(s):none

MUS2017 Collection Management 3 - Care, Handling and Storage

Effective management of the collection supports curatorial research, education and the interpretation of material culture. Comprehension of the proper care, handling and storage for a variety of materials is essential to managing diverse collections. Students examine areas of collection management including care of different types of museum collections, artefact storage, loans, packing and shipping, and risk management and emergency preparedness plans.

Prerequisite(s): MUS2016
Corerequisite(s):none

MUS2018 Program InterPretation

Students focus on the delivery of museum programs and learn about the many methods used to animate collections in museums today. Students are expected to show proficiency in developing and delivering an interpretive program, and in obtaining feedback from program participants.

Prerequisite(s): MUS2012
Corerequisite(s):none

MUS2019 Plan and Develop Educational Exhibitions

Students explore exhibit planning, design and development. The management principles, visitor evaluation strategies, interpretive planning details and design guidelines introduced in earlier courses are used as a framework to produce a comprehensive plan for developing an exhibition for an institution. As an exhibit team, students develop an exhibition brief to include proposal, research, storyline, timeline, budget, detailed designs and programming and promotional material. Applicable support materials accompany a formal presentation of the brief.

Prerequisite(s): MUS2010 and MUS2013
Corerequisite(s):none

MUS2020 Laboratory Procedures 2

The ability to care for a diverse collection increases with further exposure to principles and techniques of preventive care and the development of additional remedial treatment skills. Students learn to work with a variety of organic materials in order to gain a better understanding of their properties and composition. Paper, textiles, photographs, and books are diagnosed, documented and treated, and various artefact storage supports and enclosures are constructed.

Prerequisite(s): MUS2014 and MUS2023 and MUS2024
Corerequisite(s):none

MUS2021 Museum Field Placement Preparation

Carefully selected practicum experiences maximize the value of field placements. In preparation for securing a field placement, students analyze and define career goals and criteria, create a professional resume and portfolio, investigate and select a relevant position, negotiate achievable and measurable learning objectives and prepare all background documentation needed to successfully commence the field placement.

Prerequisite(s): none
Corerequisite(s):none

MUS2022 Museum Field Placement

Professional practicum experiences enhance and expand on newly acquired knowledge and skills. In collaboration with faculty and a dedicated supervisor at a hosting cultural institution, students complete the learning objectives negotiated in the field placement preparation course. This experience integrates theory and lab skills with professional practice and makes valuable contributions to cultural initiatives in the industry. Students reflect on learning through journals and a formal field placement report. The field placement experience is culminated by a showcase event to highlight the students' accomplishments and provides an opportunity to network with industry professionals.

Prerequisite(s): MUS2021
Corerequisite(s):none

MUS2023 Preservation Principles 1

Conditions and agents of deterioration are introduced. Students explore the various environmental and human influences that can cause or accelerate damage, and methods of monitoring and controlling those influences are demonstrated. An introduction to holistic preservation practices is explored. Areas of study include the principles of preservation management, environmental controls, integrated pest management, environmental assessment and establishing conservation criteria for exhibitions.

Prerequisite(s): ENL1813S or ENL1813M
Corerequisite(s):MUS2024

MUS2024 Preservation Principles 2

The ability to properly stabilize objects relies on a knowledge of material science. Students examine the physical and chemical nature of a variety of object materials and historical methods of production to anticipate stability in a given environmental circumstance. Students apply physical, chemical and microscopic examination techniques. The exploration of effective preservation practices and the demonstration of remedial treatment options are also undertaken, and students conduct hands-on conservation treatments on paper and low-fired ceramic objects.

Prerequisite(s): ENL1813S or ENL1813M
Corerequisite(s):MUS2023

MUS2026 Digital Design for Museums

Students learn the basics of design by integrating graphic design fundamentals with the development of essential computer graphic software techniques. The differences between design for print and web are emphasized. Design basics, colour theory and typographic principles are applied to a variety of museum projects.

Prerequisite(s): none
Corerequisite(s):none