

**Subject card**

<b>Subject name and code</b>	Administrative law - lecture, PG_00133352						
<b>Field of study</b>							
<b>Date of commencement of studies</b>	October 2024	<b>Academic year of realisation of subject</b>			2024/2025		
<b>Education level</b>	undergraduate studies	<b>Subject group</b>			Obligatory subject group in the field of study		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	1	<b>Language of instruction</b>			Polish polish		
<b>Semester of study</b>	2	<b>ECTS credits</b>			4.0		
<b>Learning profile</b>	practical	<b>Assessment form</b>					
<b>Conducting unit</b>	Katedra Prawa Administracyjnego -> Faculty of Law and Administration						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Paulina Glejt-Uziębło				
	<b>Teachers</b>		dr Dominika Tykwińska-Rutkowska dr Jacek Wałdoch				
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	60.0	0.0	0.0	0.0	0.0	60
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	60		0.0		40.0	100
<b>Subject objectives</b>	The aim of the course is to familiarize students with the basic concepts and structures of administrative law, including the systemic law of administration.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	ADMINL3_UW01	is able to observe and interpret social phenomena, analyzes their connections with various areas of administrative activity based on the provisions of administrative law	[SU4] test/exam - oral or written
	ADMINL3_KK02	prepares for his or her job responsibly, appreciating the role of knowledge in the field of administrative law in solving professional problems	[SK4] test/exam - oral or written
	ADMINL3_UW02	The student is able to use basic theoretical knowledge in the field of administration and related scientific disciplines to analyze and interpret problems related to public administration and administrative law.	[SU4] test/exam - oral or written
	ADMINL3_KK03	is ready to take up professional challenges in the field of administrative law, takes effort and is persistent in carrying out individual and team activities in the field of administration	[SK4] test/exam - oral or written
	ADMINL3_WG05	systemic administration, about the tasks, competences and forms of operation of public administration bodies, about the processes of changes in social structures and institutions and their elements and the consequences of these changes	[SW4] test/exam - oral or written
	ADMINL3_UW03	Student potrafi samodzielnie planować i realizować potrzebę uczenia się zagadnień związanych z prawem administracyjnym i funkcjonowaniem organów administracji publicznej korzystając z różnych źródeł (w języku rodzimym i obcym) i nowoczesnych technologii	[SU4] test/exam - oral or written
	ADMINL3_KR04	The student understands the complexity of issues and problems occurring in the field of administrative law, therefore is ready to notice and formulate moral problems and ethical dilemmas related to his own and other people's work, and seeks optimal solutions for them.	[SK4] test/exam - oral or written
	ADMINL3_UK04	The student understands the complexity of issues and problems occurring in the field of administrative law, therefore is ready to notice and formulate moral problems and ethical dilemmas related to his own and other people's work, and seeks optimal solutions for them.	[SU4] test/exam - oral or written
	ADMINL3_KO05	is ready to prepare social, civic, legal and economic projects related to public administration based on administrative law standards	[SK4] test/exam - oral or written
	ADMINL3_UO09	The student is able to plan and organize individual and team work, as well as cooperate with other people as part of team work, especially when the work is related to legal and administrative issues.	[SU4] test/exam - oral or written
	ADMINL3_UU10	The student is able to independently plan and implement the need to learn issues related to administrative law and the functioning of public administration bodies throughout their life	[SU4] test/exam - oral or written

	Course outcome	Subject outcome	Method of verification
	ADMINL3_KK01	In case of difficulties in solving the problem independently - the student seeks the opinion of experts dealing with administrative law and related disciplines (especially scientists, experienced officials, lawyers dealing with disciplines other than administrative law), and, if necessary, also expert specialists in disciplines other than legal sciences and economic.	[SK4] test/exam - oral or written
	ADMINL3_KO06	is aware of the need to take actions based on the norms of administrative law that will protect the public interest and the legitimate individual interests of an individual	[SK4] test/exam - oral or written
	ADMINL3_WK06	The student has systematic knowledge of ethical principles and norms related to administrative law and public administration bodies.	[SW4] test/exam - oral or written
	ADMINL3_WG02	has knowledge of the subject of administrative law regulations, key branches of law for the organization and functioning of public administration, as well as the practice of their application	[SW4] test/exam - oral or written
	ADMINL3_WG03	has knowledge of the relationships between public administration structures and institutions	[SW4] test/exam - oral or written
	ADMINL3_WG01	The student is able to use basic theoretical knowledge in the field of administration and related scientific disciplines to analyze and interpret problems related to public administration and administrative law.	[SW4] test/exam - oral or written
	ADMINL3_UO08	The student is prepared to actively participate in groups, organizations and institutions carrying out administrative activities, and at the same time is able to communicate with people who are and are not specialists in the field of administrative law.	[SU4] test/exam - oral or written
	ADMINL3_UK06	has the ability to prepare a typical letter based on the norms of administrative law and present in Polish and a foreign language related to administrative work	[SU4] test/exam - oral or written
Subject contents	<p>PART I Introductory topics</p> <p>Origin and development of administrative law and the science of administrative law</p> <p>The emergence and influence of administrative judiciary on the separation of branches of administrative law</p> <p>Development of administrative law and views on the concept of administrative law</p> <p>Views on the nature and place of systemic, substantive and procedural provisions in the area of administrative law</p> <p>PART II The system of public administration bodies. Entities exercising competences in the field of administrative law.</p> <p>Basic concepts and theoretical structures</p> <p>The concept of administration</p> <p>The concept of systemic law</p> <p>Public administration body concept, typology</p> <p>The concept of office. The office as an auxiliary apparatus of a public administration body</p> <p>Models of organization of the administrative apparatus</p> <p>Centralized model (explanation of the concept of hierarchical subordination)</p> <p>Decentralized model</p> <p>Scope of activities, tasks and competences of a public administration body</p> <p>Concept: concentration, deconcentration, delegation, subdelegation, devolution</p> <p>Control, supervision, management, coordination, cooperation as relations occurring in the public administration system</p> <p>The right to good administration</p> <p>Public administration employees</p> <p>Territorial division of the country</p> <p>Local government and autonomy</p> <p>Issues of privatization of public administration tasks</p> <p>Compensatory liability for the activities of public administration</p> <p>Public administration as a subject of research in other sciences</p> <p>Public administration bodies</p> <p>Other entities carrying out tasks in the field of administrative law</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
		50.0%	100.0%

Recommended reading	Basic literature	Students independently become acquainted with the normative acts regulating the issues covered by the course program.  J. Zimmermann, Prawo administracyjne, Wolters Kluwer [latest edition]; E. Bojanowski, K. Żukowski (ed.), Leksykon prawa administracyjnego. 100 podstawowych pojęć, Warszawa 2009; T. Bąkowski, K. Żukowski (ed.), Leksykon prawa administracyjnego materialnego. 100 podstawowych pojęć, Warszawa 2016;
	Supplementary literature	M. Stahl (red.), Prawo administracyjne. Pojęcia, instytucje, zasady w teorii i orzecznictwie, Wolters Kluwer [latest edition]; M. Wierzbowski, J. Jagielski (red.), Prawo administracyjne, Wolters Kluwer [latest edition];  H. Izdebski, Introduction to public administration and administrative Law, Lieber, [latest edition];
	eResources addresses	Adresy na platformie eNauczanie:
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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