

## Subject card

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| Subject name and code                       | Real estate management - workshop classes, PG_00133371                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                          |                                         |                                     |                                                |            |     |
| Field of study                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                          |                                         |                                     |                                                |            |     |
| Date of commencement of studies             | October 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                          | Academic year of realisation of subject |                                     | 2026/2027                                      |            |     |
| Education level                             | Bachelor's studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          | Subject group                           |                                     | Obligatory subject group in the field of study |            |     |
| Mode of study                               | full-time studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          | Mode of delivery                        |                                     | at the university                              |            |     |
| Year of study                               | 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          | Language of instruction                 |                                     | Polish<br>Polish                               |            |     |
| Semester of study                           | 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          | ECTS credits                            |                                     | 1.0                                            |            |     |
| Learning profile                            | practical                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          | Assessment form                         |                                     | credit                                         |            |     |
| Conducting unit                             | Faculty of Law and Administration -> Rector                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                          |                                         |                                     |                                                |            |     |
| Name and surname of lecturer (lecturers)    | Subject supervisor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          | mgr Karol Ważny                         |                                     |                                                |            |     |
|                                             | Teachers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |                                         |                                     |                                                |            |     |
| Lesson types                                | Lesson type                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Lecture                                                  | Tutorial                                | Laboratory                          | Project                                        | Seminar    | SUM |
|                                             | Number of study hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 0.0                                                      | 15.0                                    | 0.0                                 | 0.0                                            | 0.0        | 15  |
|                                             | E-learning hours included: 0.0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                          |                                         |                                     |                                                |            |     |
| Learning activity and number of study hours | Learning activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Participation in didactic classes included in study plan |                                         | Participation in consultation hours |                                                | Self-study | SUM |
|                                             | Number of study hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 15                                                       |                                         | 0.0                                 |                                                | 10.0       | 25  |
| Subject objectives                          | The aim of the course is to familiarize students with the principles, institutions, and procedures of real estate management in the context of the functioning of public administration and the legal regulations in force in Poland. The course covers issues related to land and building records, spatial planning, subdivision and consolidation of real estate, expropriation and restitution of property, management of public real estate, and oversight of the real estate market. The course also aims to develop practical skills in legal analysis, application of procedures, and evaluation of administrative decisions concerning real estate. The student understands the importance of proper real estate management for the implementation of public tasks and the shaping of spatial and economic order. |                                                          |                                         |                                     |                                                |            |     |

| Learning outcomes               | Course outcome                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Subject outcome                                                                                                                                                                                                                                                                                           | Method of verification                                                                                                                                                                                                        |
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|                                 | [ADMINL3_KK01] The student is aware of the role of knowledge in problem-solving, is prepared to critically evaluate positions regarding the functioning of administration and the content of legal norms, and to rely on expert knowledge – including the views of legal doctrine and jurisprudence – in situations that exceed the scope of independent problem-solving.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | EK_06 – The student is ready to critically evaluate the actions of public-administration bodies in the sphere of real-estate management and to consult expert opinions when faced with complex problems.                                                                                                  | [SK1] oral statement/conversation/discussion<br>[SK3] text preparation/written work<br>[SK4] test/exam - oral or written<br>[SK5] implementation of a problem task<br>[SK8] observation of student's independent or team work |
|                                 | [ADMINL3_WK04] The student knows and understands the current dilemmas regarding the functioning of institutions of substantive and procedural law in the sphere of the state and administration. Additionally, he identifies key phenomena occurring in the market economy and economics, including knowledge and understanding of the basic principles of public finance, EU structural funds, the public procurement system, and the operation of various forms of entrepreneurship.                                                                                                                                                                                                                                                                                                                                                                                                                                                               | EK_02 – The student understands current dilemmas related to the performance of public-administration tasks in real-estate management and can identify the basic market mechanisms, spatial-planning rules and principles of expropriation.                                                                | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion<br>[SW3] text preparation/written work<br>[SW5] implementation of a problem task                                                            |
|                                 | [ADMINL3_UU07] The student is able to assess the level of his knowledge and skills, and understands the need for continuous learning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | EK_05 – The student can assess the level of their own knowledge and skills in real-estate management and understands the need for lifelong learning in view of evolving legal frameworks and administrative practice.                                                                                     | [SU1] oral statement/conversation/discussion<br>[SU3] text preparation/written work<br>[SU4] test/exam - oral or written<br>[SU5] implementation of a problem task<br>[SU8] observation of student's independent or team work |
|                                 | [ADMINL3_WG03] At an advanced level, the student identifies and understands the legal and administrative conditions of various forms of social and economic life, including the rights and obligations of individuals towards other individuals and state authorities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | EK_01 – The student has an advanced knowledge and understanding of the legal regulations and administrative conditions governing real-estate management, including the rights and duties of public bodies and private entities in the field of real-estate transactions, administration and land records. | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion<br>[SW3] text preparation/written work<br>[SW5] implementation of a problem task                                                            |
|                                 | [ADMINL3_UO06] The student is able to plan and organize his work and is prepared to actively participate in teams involved in the implementation of administrative activities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | EK_04 – The student is prepared to plan and organise both individual and team work within administrative activities related to real estate, and to cooperate with people of diverse professional backgrounds.                                                                                             | [SU1] oral statement/conversation/discussion<br>[SU3] text preparation/written work<br>[SU4] test/exam - oral or written<br>[SU5] implementation of a problem task<br>[SU8] observation of student's independent or team work |
| Subject contents                | The program content includes the following topics:- the concept of real estate management;- management of public real estate (including public real estate resources, forms of trading in real estate owned by public entities, tender and non-tender mode of real estate sales, permanent management, perpetual usufruct);- public registers in real estate management;- expropriation and return of expropriated properties;- division of real estate;- right of pre-emption of real estate;- share in the costs of construction of technical infrastructure facilities;- regulation of professions related to real estate management;- selected exemplary specific regulations in the field of real estate management;- selected issues in the field of space planning and arrangement;- exemplary solutions in the field of the so-called special acts specifying in particular the rules for the preparation and implementation of investments. |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |
| Prerequisites and co-requisites | <b>Wymagania dodatkowe (rekomendowane):</b> <ul style="list-style-type: none"> <li>• Zainteresowanie zagadnieniami statusu prawnej jednostki w relacji z administracją publiczną.</li> <li>• Gotowość do samodzielnego śledzenia orzecznictwa oraz poszukiwania interpretacji przepisów prawa.</li> <li>• Umiejętność pracy w grupie i aktywnego udziału w dyskusjach problemowych.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |
| Assessment methods and criteria | Subject passing criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Passing threshold                                                                                                                                                                                                                                                                                         | Percentage of the final grade                                                                                                                                                                                                 |
|                                 | written colloquium                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 51.0%                                                                                                                                                                                                                                                                                                     | 100.0%                                                                                                                                                                                                                        |

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| Recommended reading | Basic literature         | <p><b>Academic Literature:</b></p> <ol style="list-style-type: none"> <li>1. B. Wierzbowski, <i>Gospodarka nieruchomościami. Podstawy prawne</i>, Warszawa 2014.</li> <li>2. Z. Leoński, M. Szewczyk, M. Kruś, <i>Prawo zagospodarowania przestrzeni</i>, Warszawa 2019</li> <li>3. T. Bąkowski, K. Żukowski (ed.), <i>Leksykon prawa administracyjnego. 100 podstawowych pojęć</i>, Warszawa 2016</li> </ol> <p><b>Selected Legal Acts (in force in Poland):</b></p> <ol style="list-style-type: none"> <li>1. Act of 21 August 1997 on Real Estate Management (Journal of Laws 2023, item 344, as amended)</li> <li>2. Act of 7 July 1994 Construction Law (Journal of Laws 2023, item 682, as amended)</li> <li>3. Act of 27 March 2003 on Spatial Planning and Land Development (Journal of Laws 2023, item 977, as amended)</li> <li>4. Act of 14 June 1960 Code of Administrative Procedure (Journal of Laws 2023, item 775)</li> <li>5. Act of 17 May 1989 Geodetic and Cartographic Law (Journal of Laws 2023, item 1752)</li> <li>6. Act of 23 July 2003 on the Protection and Care of Historical Monuments (Journal of Laws 2022, item 840)</li> <li>7. Implementing regulations to the above-mentioned acts (particularly on land and building records, property valuation, and administrative decisions).</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                     | Supplementary literature | <p><b>Academic Literature:</b></p> <ol style="list-style-type: none"> <li>1. E. BończakKucharczyk, <i>Real Estate Management. Commentary</i>, Wolters Kluwer, Warsaw 2021.</li> <li>2. M. Zdyb, <i>Administrative Regulation of Real Estate</i>, Wolters Kluwer, Warsaw 2020.</li> <li>3. Z. Niewiadomski (ed.), <i>Construction Law. Commentary</i>, Wolters Kluwer, Warsaw 2023.</li> <li>4. A. Kaźmierczak (ed.), <i>Spatial Planning and Land Development. Commentary</i>, C.H. Beck, Warsaw 2022.</li> <li>5. K. CzerwińskaBednarek, <i>Real Estate Management Law. Lecture Outline</i>, Wolters Kluwer, Warsaw 2022.</li> <li>6. J. Kowalik, <i>Management of Public Real Estate</i>, Difin, Warsaw 2019.</li> <li>7. G. Bieniek, M. Gdesz, S. Kalus, G. Matusik, E. Mzyk, <i>Act on Real Estate Management. Commentary</i>, Warsaw 2012.</li> <li>8. E. BończakKucharczyk, <i>Act on Real Estate Management. Commentary</i>, Warsaw 2018.</li> <li>9. P. Cejrowski, M. Miłosz (eds.), <i>Act on Shaping the Agricultural System. Commentary</i>, Gdańsk 2016.</li> <li>10. M. Horoszek, D. Pęchorzewski, <i>Real Estate Management. Commentary</i>, Warsaw 2014.</li> <li>11. J. Jaworski, A. Prusaczyk, A. Tułodziecki, M. Wolanin, <i>Act on Real Estate Management. Commentary</i>, Warsaw 2017.</li> <li>12. J. Kopyra, <i>Division of Land Property under the Act on Real Estate Management</i>, Warsaw 2008.</li> <li>13. <i>Space and Real Estate as the Subject of Administrative Law. Public Property Law</i>, ed. I. NiżnikDobosz, Warsaw 2012.</li> <li>14. T. Woś, <i>Expropriation of Real Estate and its Return</i>, Warsaw 2011.</li> <li>15. M. MożdżeńMarcinkowski, <i>Public Land Law in Poland: Resources, Administration and Use</i>, Warsaw 2018.</li> </ol> |
|                     | eResources addresses     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <p>Example issues/<br/>example questions/<br/>tasks being completed</p> | <p><b>Sample topics discussed during classes:</b>Basic concepts and legal sources in real estate management.</p> <ul style="list-style-type: none"> <li>• Tasks of public administration authorities in managing State Treasury and local government real estate.</li> <li>• The process of expropriation and return of expropriated property.</li> <li>• Subdivision, consolidation, and exchange of land procedures and legal consequences.</li> <li>• Local spatial development plans and zoning decisions.</li> <li>• Legal framework for the management of agricultural and forest land.</li> <li>• The role of the land and building register in real estate transactions and management.</li> <li>• Forms and procedures for disposing of public real estate.</li> </ul> <p><b>Sample exam or test questions:</b>What are the legal foundations for managing public real estate?</p> <ul style="list-style-type: none"> <li>• What does the land subdivision procedure involve and what are its legal effects?</li> <li>• What is the difference between a local plan and a zoning decision?</li> <li>• Under what conditions can a property be expropriated and what compensation is due?</li> <li>• What are the rules for updating perpetual usufruct fees?</li> </ul> <p><b>Sample assignments completed during the course:</b></p> <ul style="list-style-type: none"> <li>• Drafting an administrative decision on land subdivision.</li> <li>• Analyzing case law concerning expropriation or restitution of real estate.</li> <li>• Conducting a simulation of a public property sale procedure.</li> <li>• Assessing the compliance of an investment with the local spatial development plan.</li> <li>• Group work: preparing documentation for the transfer of property into permanent management.</li> <li>• Completing sample forms and official letters related to real estate administrative proceedings.</li> </ul> |
| <p>Work placement</p>                                                   | <p>Not applicable</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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