

Subject card

Subject name and code	Administrative legislation - workshop classes, PG_00133246						
Field of study							
Date of commencement of studies	October 2025		Academic year of realisation of subject		2027/2028		
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	3		Language of instruction		Polish		
Semester of study	5		ECTS credits		2.0		
Learning profile	practical		Assessment form		credit		
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Mariusz Szatkowski				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	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	30		0.0		20.0	50
Subject objectives	The aim of the course is to familiarise students with advanced issues in the field of legislation, such as the participation of administrative entities in the law-making process, the supervision of the normative activity of public administration bodies, and the judicial review of legislative acts.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_UW02] The student is able to independently interpret and use basic institutions of substantive law and procedures in order to take legal action or prepare typical documents related to administrative activities.	is able to independently analyse and interpret normative acts issued by public administration, identify their substantive and procedural legal foundations, and prepare typical administrative documents (e.g. draft resolutions or decisions) in accordance with legislative principles and drafting techniques.	[SU4] test/exam - oral or written [SU5] implementation of a problem task
	[ADMINL3_WG01] At an advanced level, the student is able to define the sciences of administration and politics, as well as law, and knows the concepts and terminology appropriate to them.	knows and understands the basic concepts and terminology in administrative law and the sciences of administration and politics in the context of legislative activity of public administration; is able to apply these terms appropriately when analysing legislative texts and law-making issues.	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report
	[ADMINL3_UK04] The student is able to prepare an independent written report and an oral presentation on basic issues related to administration and administrative activities.	prepares an independent written paper or oral presentation on issues of administrative legislation, such as principles of legislative drafting, the role of public administration in law-making, supervision of normative acts, and judicial control of administrative legislation.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report
	[ADMINL3_KR03] The student is ready to responsibly perform duties in public administration, including positions requiring a bachelor's degree, as well as in other entities in roles related to administration.	demonstrates readiness to responsibly perform professional duties related to administrative work, understanding the importance of proper legislation for the functioning of public administration bodies. They are able to relate their knowledge of the legislative process, supervisory mechanisms, and judicial review of administrative acts to professional practice.	[SK2] presentation/project/paper/report [SK4] test/exam - oral or written
Subject contents	1. Wyjaśnienie podstawowych pojęć 2. Konstytucyjne źródła prawa 3. Podmioty administracji o kompetencjach prawotwórczych 4. Realizacja prawotwórczych kompetencji podmiotów administracji publicznej 5. Zasady techniki prawodawczej 6. Problematyka procedur prawodawczych 7. Ogłaszanie aktów normatywnych oraz innych aktów prawnych administracji publicznej 8. Nadzór nad aktami prawodawczymi administracji 9. Sądowa kontrola prawotwórstwa administracji publicznej		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
		51.0%	100.0%

Recommended reading	Basic literature	T. Bąkowski [red:], P. Uziębło, G. Wierczyński, Zarys legislacji administracyjnej. Uwarunkowania i zasady prawotwórczej działalności administracji publicznej, Wyd. Presscom, Wrocław (aktualne wydanie); H. Izdebski, Introduction to public administration and administrative Law, Warszawa (aktualne wydanie); L. Morawski, Wstęp do prawoznawstwa, Toruń (aktualne wydanie);
	Supplementary literature	S. Wronkowska, M. Zieliński, Komentarz do zasad techniki prawodawczej z dnia 20 czerwca 2002 r., Warszawa (aktualne wydanie); M. Kaczocho, M. Mazuryk, Legislacja administracyjna. Repozytorium i testy, Warszawa (aktualne wydanie); P. Chmielnicki (red.) Pochodzenie, tworzenie i efektywność prawa, Warszawa (aktualne wydanie); G. Wierczyński, Redagowanie i ogłaszanie aktów normatywnych, Warszawa (aktualne wydanie); A. Malinowski, Polski tekst prawny. Opracowanie treściowe i redakcyjne, Warszawa (aktualne wydanie);
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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