

**Subject card**

<b>Subject name and code</b>	System of sanctions and administrative enforcement - lecture, PG_00197821						
<b>Field of study</b>	Administration						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2028/2029		
<b>Education level</b>	Bachelor's studies	<b>Subject group</b>			Obligatory subject group in the field of study Subject group related to scientific research 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>	3	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	6	<b>ECTS credits</b>			2.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Department of Administrative Proceedings and Administrative Court Proceedings -> Faculty of Law and Administration -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Michał Miłosz				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	30.0	0.0	0.0	0.0	0.0	30
	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>	30		2.0		18.0	50
<b>Subject objectives</b>	The aim of the course is to characterize the system of administrative-law sanctions, with particular emphasis on the issues of administrative enforcement and administrative monetary penalties.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_U01] drawing upon his/her own knowledge as well as other sources of information — including the ability to use modern technologies and professional methods of acquiring and analysing information — is capable of identifying, analysing, and resolving problems, as well as interpreting phenomena relating to the organization and functioning of public administration, administrative activity, and selected areas of social and economic life.	-	[SU4] test/exam - oral or written
	[ADMINL3_K02] is aware of the necessity to undertake actions aimed at protecting the public interest, the social interest, and the individual interests of a person, as well as of the need to balance these interests, with due respect for the law, in the event of conflicts between them. Moreover, he/she demonstrates an entrepreneurial approach and is prepared to initiate legal proceedings in which such interests are safeguarded.	-	[SK4] test/exam - oral or written
	[ADMINL3_W02] possesses advanced knowledge of, and is able to characterise, the system of public authority (including at the national and European Union levels), the structure of public administration, the procedures for the appointment of public bodies, as well as the legal framework governing the organisation and functioning of public administration and the work of civil servants.	-	[SW4] test/exam - oral or written
	[ADMINL3_W03] possesses advanced knowledge of, and understands, the procedures applied within public administration, as well as the various methods and instruments — both legal and non-legal — employed in administrative activity.	-	[SW4] test/exam - oral or written
Subject contents	<p>The course content covers the following topics:</p> <ol style="list-style-type: none"> <li>1. The system of administrative-law sanctions;</li> <li>2. The concept, subject matter, and legal basis for conducting administrative enforcement, as well as enforcement measures;</li> <li>3. The concept, initiation, course, participants, principles, and basic institutions of administrative enforcement proceedings;</li> <li>4. Administrative monetary penalties.</li> </ol>		
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	<p>M. Wierzbowski, A. Wiktorowska (red.) Postępowanie administracyjne ogólne, podatkowe, egzekucyjne i przed sądami administracyjnymi, Warszawa, aktualne wydanie lub wydania późniejsze [uwaga: podręczniki obowiązują jedynie w zakresie postępowania egzekucyjnego w administracji]</p> <p>T. Jędrzejewski, M. Masternak, P. Rączka, Administracyjne postępowanie egzekucyjne, Toruń, aktualne wydanie</p>
	Supplementary literature	<p>R. Hauser, A. Skoczyła (red.), Postępowanie egzekucyjne w administracji. Komentarz, Warszawa, aktualne wydanie</p> <p>D.R. Kijowski, Ustawa o postępowaniu egzekucyjnym w administracji. Komentarz, Warszawa, aktualne wydanie</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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