

Subject card

Subject name and code	English Language I, PG_00197957						
Field of study	Administration						
Date of commencement of studies	October 2026	Academic year of realisation of subject			2026/2027		
Education level	Bachelor's studies	Subject group			Obligatory subject group in the field of study Optional subject group		
Mode of study	part-time studies	Mode of delivery			at the university		
Year of study	1	Language of instruction			English		
Semester of study	1	ECTS credits			2.0		
Learning profile	academic	Assessment form			credit		
Conducting unit	Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		mgr Anna Janiak-Sieniawska				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	18.0	0.0	0.0	0.0	18
	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	18		0.0		32.0	50
Subject objectives	Developing students language skills: speaking, Reading, writing, listening so that they reflect learners academic, professional and personal needs, as well as job market requirements.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[ADMINL3_U03] possesses language skills in the scope of basic legal terminology as well as terminology related to administration and administrative activity, consistent with the requirements specified for level B2 of the Common European Framework of Reference for Languages.		-		[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work [SU4] test/exam - oral or written		

Subject contents	<p>I. Language for special purposes (in accordance with the field study) approx. 60%, linked to the improvement of general language skills approx. 30%.</p> <p>II. Academic language approx. 10%</p> <ul style="list-style-type: none"> - linguistic register - vocabulary, phrases and grammar characteristic of academic written forms - language of academic presentation: structure, vocabulary, phrases - creation of academic texts (e.g. summary of an article on a subject, analysis of a graph or statistical data, abstract, selected form of an essay, etc.) - correct structure, choice of vocabulary and grammatical forms - university nomenclature (general names and terms from academic life, functioning of the university) 								
Prerequisites and co-requisites	Suggested foreign language entry level: B2 or higher (according to CEFR)								
Assessment methods and criteria	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Subject passing criteria</th> <th style="width: 25%;">Passing threshold</th> <th style="width: 25%;">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td>Written and oral assignments, including student's self-study</td> <td>51.0%</td> <td>100.0%</td> </tr> </tbody> </table>	Subject passing criteria	Passing threshold	Percentage of the final grade	Written and oral assignments, including student's self-study	51.0%	100.0%		
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Recommended reading	<p>Basic literature</p> <p>Supplementary literature</p> <p>eResources addresses</p>	<p>Teachers own materials</p> <ul style="list-style-type: none"> • Sierocka, Halina, Legal English Niezbędnik Przyszłego Prawnika, C.H.Beck, Warszawa 2014 • http://smallbusiness.findlaw.com/business-forms-contracts, • http://www.samplecvs.org, • https://europa.eu/european-union/law_en, • TED, TEDx: ted.com, ed.ted.com, • Coursera: coursera.org, 							
Example issues/ example questions/ tasks being completed	<ul style="list-style-type: none"> • Constitutional law • Public international law • European law • Administrative law • Contemporary political systems • Courts in Poland 								
Work placement	Not applicable								

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