University of Gdańsk

Subject card

Subject name and code	Administrative law - auditorium classes, PG_00197851		
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 Subject group related to scientific research in the field of study
Mode of study	part-time studies	Mode of delivery	at the university
Year of study	1	Language of instruction	Polish
Semester of study	2	ECTS credits	2.0
Learning profile	academic	Assessment form	credit
Conducting unit	Department of Administrative Law -> Faculty of Law and Administration -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Paulina Glejt-Uziębło	
	Teachers	mgr Karol Ważny	

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	35.0	50

Subject objectives	The aim of the course is to familiarize students with the basic concepts and structures of administrative law, as well as with the content of selected acts in the field of the detailed part of administrative law.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[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 [SW1] oral statement/ conversation/discussion
	[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.	-	[SU5] implementation of a problem task [SU8] observation of student's independent or team work
	[ADMINL3_U02] is able to communicate on matters typical for professional work related to their field of study and to prepare oral presentations, written papers, and a legal document concerning basic issues related to the organization and functioning of public administration, administrative activity, and the application of law in selected areas of social and economic life; including the ability to draft a typical administrative act and an application in an administrative case.	-	[SU2] presentation/project/paper/ report
	[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.	-	[SK1] oral statement/conversation/ discussion [SK4] 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 [SW1] oral statement/ conversation/discussion

Course outcome	Subject outcome	Method of verification
[ADMINL3_W05] is familiar with and understands the current dilemmas concerning the functioning of public administration and activities undertaken within the sphere of the state and administration in relation to substantive, procedural, and constitutional law institutions. Moreover, he/she identifies the fundamental phenomena occurring within the market economy and economics, including knowledge and understanding of the basic principles governing the establishment and development of various forms of entrepreneurship.	-	[SW5] implementation of a problem task

Subject contents	**PART I** Structure of public administration bodies. Entities exercising competences in the field of administrative law. **1. Public administration bodies** **1.1. Government administration bodies** 1.1.1. Government administration bodies operating at the central level 1.1.1.1. Supreme government administration bodies 1.1.1.2. Central government administration bodies (including regulatory bodies) 1.1.2. Local government administration bodies 1.1.2.1. Integrated local government administration bodies (voivode and heads of integrated services, inspections, and guards) 1.1.2.2. Non-integrated local government administration bodies 1.1.3. Consul as a government administration body operating abroad **1.2. Local self-government administration bodies** 1.2.1. Municipal council, county council, and regional assembly as legislative and supervisory bodies 1.2.2. County board and regional board as collegial executive bodies 1.2.3. Mayor (village head, town mayor, city president), county head, and regional marshal as single-person executive bodies **2. Other entities exercising competences in administrative law** 2.1. State administration bodies not subordinate to government administration bodies (e.g., the President of the Republic of Poland) 2.2. Professional self-governments (e.g., legal professions self-government) 2.3. State and local organizational units (e.g., administrative establishments) 2.4. Social organizations **PART II** Selected issues in administrative (substantive) law **SECTION I** Freedoms, rights, and civic duties in the system of administrative law **1. Polish citizenship** 1.1. The concept of Polish citizenship 1.2. General principles concerning Polish citizenship 1.2.1. Principle of continuity 1.2.2. Principle of exclusivity 1.2.3. Principle of independence of citizenship from marriage 1.3. Acquisition of Polish citizenship 1.3.1. Acquisition by operation of law 1.3.2. Acquisition by act of a competent state authority 1.3.3. Acquisition by declaration and its acceptance by a competent authority 1.4. Loss of Polish citizenship **2. The right to establish foundations** 2.1. Concept and types of foundations (including public-law foundations) 2.2. Procedure for establishing foundations 2.2.1. Declaration of establishment 2.2.2. Adoption of statutes 2.2.3. Registration 2.3. Supervision of legality of foundation activities 2.4. Branches of foreign foundations establishment and operation **3. Freedom of association** 3.1. Constitutional freedom of association 3.2. The right to form associations 3.3. Concept and types of associations 3.4. Establishment of associations and simple associations 3.5. Supervision of legality of associations 3.5.1. Powers of the county head (starosta) regarding information gathering 3.5.2. Measures taken by the county head in case of unlawful activity 3.5.3. Measures applied by the court in case of unlawful activity 3.6. Special types of associations 3.6.1. Associations of associations 3.6.2. Associations of local government units 3.6.3. Forms of student organization (associations, student self-government, university organizations)

4. Freedom of assembly
4.1. Constitutional freedom of assembly
4.2. Public assemblies
4.2.1. Concept of assembly and public assembly
4.2.2. Rights and duties of organizers
4.2.3. Powers of municipal authorities
4.2.4. Regulation in special provisions
4.2.4.1. Assemblies at universities
4.2.4.2. Public worship
4.2.4.3. Assemblies at former Nazi extermination camps
4.3. Mass events
4.3.1. Concept of a mass event
4.3.2. Administrative regulation of organizing mass events

5. The right to change place of residence
5.1. Obligations related to registration (population records and ID law)
5.2. Registration obligation and its scope
5.2.1. Registration (legal nature)
5.2.2. Deregistration (legal nature)
5.3. Crossing the state border
5.3.1. Passport as a travel document
5.3.2. Types of passports
5.3.3. Right to obtain a passport and statutory limitations
5.3.4. Refusal to issue a passport
5.3.5. Invalidation of a passport

6. The right to change name and surname
6.1. General issues
6.2. Eligible applicants
6.3. Decision and competent authority
6.4. Change of name/surname
6.4.1. Positive grounds
6.4.2. Negative grounds
6.5. Legal effects for third parties

7. Civil status acts
7.1. Concept of civil status and registration
7.2. Legal nature
7.3. Types of civil status records
7.4. Preparation, determination, and reconstruction of records
7.5. Amendments
7.5.1. Additional notes and annotations
7.5.2. Corrections and supplements
7.6. Annulment

8. Administrative regulation of access to weapons
8.1. Firearms permit
8.2. Bearer certificate
8.3. Obligations of gun owners
8.4. Import/export of weapons

SECTION II

Selected issues in construction law

1. Basic issues of construction law
1.1. Regulation of the right to build
1.1.1. Concept of construction works
1.1.2. Execution of construction works
1.1.2.1. Works requiring a building permit
1.1.2.2. Works requiring notification
1.1.2.3. Works exempt from administrative regulation
1.2. Unauthorized construction and legalization

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	During classes, students use normative acts regulating issues covered by the program content and selected case law. J. Zimmermann, Prawo administracyjne, Woltors Kluwer (current 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 (ed.), Prawo administracyjne. Pojęcia, instytucje, zasady w teorii i orzecznictwie, Wolters Kluwer (current edition); M. Wierzbowski (ed.), Prawo administracyjne, Wolters Kluwer (current edition); H. Izdebski, Introduction to public administration and administrative Law, Liber (current edition);
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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