



## Subject card

Subject name and code	Selected issues of administrative law, PG_00056617						
Field of study	Mechatronics						
Date of commencement of studies	October 2021		Academic year of realisation of subject		2021/2022		
Education level	first-cycle studies		Subject group				
Mode of study	Full-time studies		Mode of delivery		at the university		
Year of study	1		Language of instruction		Polish		
Semester of study	1		ECTS credits		1.0		
Learning profile	general academic profile		Assessment form		assessment		
Conducting unit	Institute of Manufacturing and Materials Technology -> Faculty of Mechanical Engineering and Ship Technology						
Name and surname of lecturer (lecturers)	Subject supervisor						
	Teachers						
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	15.0	0.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
	Adresy na platformie eNauczanie:						
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		1.0		9.0	25
Subject objectives	The aim of the lecture is to get acquainted with formal administrative law with particular emphasis on the Code of Administrative Procedure.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[K6_K01] is aware of non-technical aspects, individual and collaborative work responsibility and is capable to comply to rules of team cooperation and to take responsibility for collectively performed tasks		The student understands the basic issues of administrative proceedings and knows its effects and is critical of legal problems.		[SK5] Assessment of ability to solve problems that arise in practice		
	[K6_K02] is aware of social role of the technical university alumni, the importance of professional attitudes, obeying ethic rules with respect to diverse point of views and cultures, understands the need for permanent self-learning		The student knows the consequences of ignorance of the law and the need to know it in order to cooperate with lawyers		[SK2] Assessment of progress of work		
Subject contents	Sources of administrative law. Distinguishing between substantive law and formal administrative law. Principles of administrative procedure. Establishing a legal norm. Legal interpretation. Entities and participants of the procedure. Legal and procedural capacity. Delivery. Application in administrative proceedings. Administrative decision. Provisions. Settlement in administrative proceedings. Suspension of administrative proceedings. Discontinuance of the proceedings. A silent settlement. Remedies. Revocation of an administrative decision. Complaint of administrative proceedings. Resumption of administrative proceedings. Extraordinary administrative procedures - annulment, revocation or amendment of an administrative decision.						
Prerequisites and co-requisites							
Assessment methods and criteria	Subject passing criteria		Passing threshold		Percentage of the final grade		
	Test		56.0%		100.0%		
Recommended reading	Basic literature		1. B. Adamiak, J. Borkowski, Postępowanie administracyjne i sądowoadministracyjne, Wolters Kluwer, Warszawa 2021. 2. B. Adamiak, J. Borkowski, Kodeks postępowania administracyjnego. Komentarz, CH Beck, Warszawa 2020				

	Supplementary literature	B. Adamiak, J. Borkowski, A. Krawczyk, A. Skoczylas, Prawo procesowe administracyjne, [w:] R. Hauser, Z. Niewiadomski, A. Wróbel (red.), System prawa administracyjnego, t. 9, Wyd 4, CH Beck, Warszawa 2020.
	eResources addresses	Podstawowe <a href="http://isap.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=WDU19600300168">http://isap.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=WDU19600300168</a> -
Example issues/ example questions/ tasks being completed	1. The concept of substantive and formal law. 2. Sources and place of administrative law in the legal system, 3. Parties to the administrative procedure. 4. Introduction: basic legal concepts, sources of law and interpretation, 5. The structure of the administrative decision, Sample questions: What are the differences between an order and an administrative decision?  Which of the following acts are not the source of universally binding law? Characterize the two-instance character of the administrative procedure. What are the legal instruments of the extraordinary administrative procedure you know?	
Work placement	Not applicable	