



## Subject card

|   |   |  |  |                                     |  |            |     |
|---|---|--|--|-------------------------------------|--|------------|-----|
| Subject name and code                       | Selected issues of administrative law, PG_00056618  |  |  |                                     |  |            |     |
| Field of study                              | Mechatronics, Mechanical Engineering, Transport and Logistics, Design and Construction of Yachts, Naval Architecture and Offshore Structures  |  |  |                                     |  |            |     |
| Date of commencement of studies             | October 2024  |  | Academic year of realisation of subject  |                                     | 2024/2025  |            |     |
| Education level                             | first-cycle studies   |  | Subject group  |                                     |  |            |     |
| Mode of study                               | Full-time studies   |  | Mode of delivery   |                                     | e-learning   |            |     |
| 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  |  | dr inż. Bogdan Ścibiorski  |                                     |  |            |     |
|   | Teachers  |  | dr inż. Bogdan Ścibiorski  |                                     |  |            |     |
| 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: 15.0   |  |  |                                     |  |            |     |
| 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   |  | 2.0                                 |  | 8.0        | 25  |
| Subject objectives                          | The aim of the lecture is to familiarize with formal administrative law with particular emphasis Of the Code of Administrative Procedure  |  |  |                                     |  |            |     |
| Learning outcomes                           | Course outcome  |  | Subject outcome  |                                     | Method of verification   |            |     |
|   | [K6_W71] has general knowledge in humanistic, social, economic or legal sciences, including their fundamentals and applications   |  | The student has basic knowledge in the field of administrative law, with particular emphasis on the Code of Administrative Procedure, and can identify and understand key legal concepts and regulations.              |                                     | [SW1] Assessment of factual knowledge  |            |     |
|   | [K6_K71] is able to explain the need to apply knowledge from humanistic, social, economic or legal sciences in order to function in a social environment  |  | The student is aware of the importance of administrative law in the social context and can justify the need for its knowledge in daily professional and social functioning.  |                                     | [SK2] Assessment of progress of work   |            |     |
|   | [K6_U71] is able to apply knowledge from humanistic, social, economic or legal sciences in order to solve problems  |  | The student can apply the acquired knowledge to solve simple administrative legal problems, such as determining legal norms, interpreting the law, and understanding the procedures of administrative decision-making. |                                     | [SU3] Assessment of ability to use knowledge gained from the subject<br>[SU2] Assessment of ability to analyse information |            |     |
| 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%   |            |     |

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| Recommended reading  | Basic literature   | <ol style="list-style-type: none"> <li>1. B. Adamiak, J. Borkowski, Postępowanie administracyjne i sądowoadministracyjne, Wolters Kluwer, Warszawa 2021.</li> <li>2. B. Adamiak, J. Borkowski, Kodeks postępowania administracyjnego. Komentarz, CH Beck, Warszawa 2020</li> </ol> |
|  | 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   | <p>Podstawowe</p> <p><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></p> <p>- Code of Administrative Procedure:</p> <p>Adresy na platformie eNauczanie:</p>                      |
| Example issues/<br>example questions/<br>tasks being completed | <ol style="list-style-type: none"> <li>1. The concept of substantive and formal law.</li> <li>2. Sources and place of administrative law in the legal system,</li> <li>3. Parties to the administrative procedure.</li> <li>4. Introduction: basic legal concepts, sources of law and interpretation,</li> <li>5. The structure of the administrative decision,</li> </ol> <p>Sample questions:</p> <p>What are the differences between an order and an administrative decision?</p> <p>Which of the following acts are not the source of universally binding law?</p> <p>Characterize the two-instance character of the administrative procedure.</p> <p>What are the legal instruments of the extraordinary administrative procedure you know?</p> |  |
| Work placement   | Not applicable   |  |

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