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| Subject | Administrative Law | | | |
| Type | Semester | ECTS | Code |
| MANDATORY (M) | 4 | 5 | Law-B-022 |
| Course Lecturer | Dr. Mervete Shala | | | |
| Course Assistant |  | | | |
| Course Tutor |  | | | |
| Aims and Objectives | The purpose of studying this subject is to provide students with basic knowledge related to notions, phenomena and legal state legalities in the field of administrative law. Whereas, the study of this subject is focused on the theoretical and practical approach to the recognition and transformation of social relations in general and legal administrative ones in particular. | | | |
| Learning Outcomes | After completing the course, students should be able to:   1. Demonstrate an understanding of administrative law is, what is the relationship between administrative law and other rights, 2. Ecplain and review the legal sources of administrative law, the basic elements and institutions, the principle of legality, administrative activity in Kosovar and European spaces 3. Apply knowledge in solving state administration challenges, including administrative acts, the state and state functions, control over the administration, computerization of the administration and local self-government 4. Learn how to draft administrative acts; 5. Execute an legal analysis essay on administrative law | | | |
| Course Content | Course Plan | | | Week |
| Announcement with the syllabus of the subject | | | 1 |
| Basic information about administrative law as a science and as a branch of the legal system | | | 2 |
| The meaning, object, methods and notions of administrative law. | | | 3 |
| Sources of administrative law | | | 4 |
| Basic elements and institutions of administrative law | | | 5 |
| Working principles of administrative bodies | | | 6 |
| The activity and basic functions of state administration bodies. | | | 7 |
| Review | | | 8 |
| Meaning and essential elements of the administrative act | | | 9 |
| Legal effect of the administrative act | | | 10 |
| State administration reports/relations | | | 11 |
| Control over the administration | | | 12 |
| Organization of local self-government | | | 13 |
| The organization of the state administration in the Republic of Kosovo. | | | 14 |
|  | Final examination | | | 15 |
| Teaching/Learning Methods | Teaching/Learning Activity | | | Weight (%) |
| 1. Lectures | | | 30% |
| 1. Legal analysis essay | | | 20% |
| 1. Case study | | | 20% |
|  | 1. Administrative act | | | 20% |
|  | 1. Visit to state administration | | | 10 % |
| Assessment Methods | Assessment Activity | Number | Week | Weight (%) |
| 1. Lectures attendance | 15 | 1-15 | 10% |
| 1. Legal analysis essay | 1 | 14 | 20 % |
| 1. Administrative act | 1 | 14 | 10 % |
| 1. Review | 1 | 7 | 20 % |
| 1. Final exam - Analytical | 1 | 15 | 40% |
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| Course resources | Resources | | | Number |
| 1. Classroom with computer, blackboard, markers | | | 1 |
| 1. Video documentaries | | | 1 |
| 1. Library resources | | | 1 |
| 1. Projector | | | 1 |
| ECTS Workload | Activity | | Weekly hrs | Total workload |
| 1. Lectures | | 3 | 36 |
| 1. Exercises | | 1 | 12 |
| 1. Legal analysis essay | | 1 | 14 |
| 1. Personal study | | 3 | 36 |
| 1. Administrative act preparation | | 1 | 7 |
| 1. Review | | 1 | 7 |
| 1. Exam preparation | | 1 | 13  Total: 100 |
| Literature/References | Esat Stavileci, Agur Sokoli, Mirlinda Batalli: ADMINISTRATIVE LAW, Pristina 2010.  Authorized literature | | | |
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