

Subject card

Subject name and code	Basics of Administrative Law and Procedure - lecture, PG_00189546						
Field of study	Law in Sport						
Date of commencement of studies	October 2026	Academic year of realisation of subject			2027/2028		
Education level	Bachelor's studies	Subject group			Obligatory subject group in the field of study		
Mode of study	full-time studies	Mode of delivery			at the university		
Year of study	2	Language of instruction			Polish		
Semester of study	3	ECTS credits			3.0		
Learning profile	academic	Assessment form			exam		
Conducting unit	Department of Administrative Law -> Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Dominika Tykwińska-Rutkowska				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	0.0	0.0	30
	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	30		2.0		45.0	77
Subject objectives	The aim of the course is to acquaint students with the fundamental concepts and structures of administrative law and administrative procedure.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	<p>[PSPORTL3_W01] Knows and understands, at an advanced level, the key concepts, principles and institutions of legal sciences, in particular in the fields of constitutional, civil, criminal and administrative law, and understands their significance for the functioning of modern sport.</p>	<p>The student demonstrates advanced knowledge of the institutions, principles and regulatory frameworks of administrative law, as well as the procedural mechanisms governing the operation of public administration. In particular, the student possesses a thorough understanding of the competences and functions of administrative authorities responsible for sport. The student recognises the relevance of these legal frameworks for the organisation, supervision and financing of sport, and is able to critically assess the legal and practical implications of administrative decisions for the functioning of sports organisations.</p>	<p>[SW4] test/exam - oral or written [SW3] text preparation/written work</p>
	<p>[PSPORTL3_W04] Knows and understands the key dilemmas related to the functioning of sports law, in particular with regard to the relationship between public and private law, between state regulations and internal regulations of sports organisations, and between sporting values and market requirements.</p>	<p>The student demonstrates an understanding of the key legal dilemmas arising in the exercise of public administration in the field of sport, particularly those concerning the relationship between public law and the internal regulatory frameworks of sports organisations. The student is able to analyse tensions between public interest and the autonomy of sport, as well as between sporting values and market-driven requirements, within the context of administrative law and the issuance of administrative acts affecting sports entities.</p>	<p>[SW4] test/exam - oral or written [SW3] text preparation/written work</p>

Subject contents	PART I
	Introductory Issues
	PART II
	Issues of General (Substantive) Administrative Law
	Norms indirectly shaping the legal position of addressees and norms directly shaping the legal position of addressees in administrative law
	Characteristics of general (substantive) administrative law
	The relationship of substantive administrative law to other branches of law
	Principles of administrative law
	Sources of administrative law
	Issues relating to the application of substantive administrative law (norms indirectly shaping the legal position of addressees)
	Forms of action of public administration authorities
	The concept of an administrative-law situation
	The concept of an administrative-law relationship
	Legal modalities (obligations, freedoms and entitlements in substantive administrative law; public subjective rights)
	Issues of ensuring compliance with administrative law
	Issues of sanctions in administrative law
	Selected institutions and mechanisms of substantive administrative law
	The institution of states of emergency
	PART III
	Issues of the Organisational (Structural) Law of Public Administration
	Public administration personnel
	Liability for damages arising from the activities of public administration
	The right to good administration
Issues related to the privatisation of public administration tasks	

	Public administration as a subject of research in other academic disciplines		
	PART IV		
	Issues of Administrative Procedure		
	Authorities conducting administrative proceedings		
	The party and other participants in administrative proceedings		
	Initiation of administrative proceedings		
	The course of administrative proceedings and the individual institutions governing its procedural stages		
	Types of decisions issued by the administrative authority and the concept of tacit (silent) resolution of cases		
	Issues concerning the review and verification of administrative decisions and orders		
	In addition, the lecture provides a general introduction to the fundamentals of judicial review in administrative courts.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Written assignments / textual analyses	51.0%	10.0%
	test/oral or written exam	51.0%	90.0%
Recommended reading	Basic literature	<p>J. Zimmermann, Prawo administracyjne, Wolters Kluwer [wydanie ostatnie]; E. Bojanowski, K. Żukowski (red.), Leksykon prawa administracyjnego. 100 podstawowych pojęć, Warszawa 2009; T. Bąkowski, K. Żukowski (red.), Leksykon prawa administracyjnego materialnego. 100 podstawowych pojęć, Warszawa 2016;</p> <p>M. Wierzbowski (red.), Postępowanie administracyjne ogólne, podatkowe, egzekucyjne i przed sądami administracyjnymi, Warszawa (aktualne wydanie);</p> <p>T. Woś (red.), Postępowanie administracyjne, Warszawa (aktualne wydanie);</p>	
	Supplementary literature	<p>M. Stahl (red.), Prawo administracyjne. Pojęcia, instytucje, zasady w teorii i orzecznictwie, Wolters Kluwer [wydanie ostatnie]; M. Wierzbowski, J. Jagielski (red.), Prawo administracyjne, Wolters Kluwer [wydanie ostatnie];</p> <p>H. Izdebski, Introduction to public administration and administrative Law, Lieber, [wydanie ostatnie];.</p>	
	eResources addresses		
Example issues/ example questions/ tasks being completed			

Work placement	Not applicable
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