University of Gdańsk

Subject card

Subject name and code	Administrative and Administrative Court Proceedings - lecture, PG_00132088		
Field of study	Law in administration and economy		
Date of commencement of studies	October 2026	Academic year of realisation of subject	2027/2028
Education level	Master'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	2	Language of instruction	Polish
Semester of study	3	ECTS credits	5.0
Learning profile	academic	Assessment form	exam
Conducting unit	Department of Administrative Proceedings and Administrative Court Proceedings -> Faculty of Law and Administration -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Adam Bochentyn	
	Teachers		

Lesson types							
	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	20.0	0.0	0.0	0.0	0.0	20
	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	20	0.0	105.0	125

Subject objectives	The aim of the course is to familiarize students with the general legal regulation of administrative proceedings and administrative court proceedings in the scope resulting from the content of the curriculum and to prepare for the application of the administrative procedure in practice.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[PAGMU2_WG02] At an advanced level, the student knows and understands key regulatory issues related to the structure of the state, public administration, and the work of civil servants, as well as the legal and organizational conditions of selected areas of economic and social life.	Work in progress	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
	[PAGMU2_UW01] The student is able to use his knowledge and sources of information, including advanced information and communication techniques and professional tools for acquiring information, to analyze and resolve complex problems, as well as to interpret legal, social, and political phenomena within the scope of the functioning of administration and the economy.	Work in progress	[SU1] oral statement/conversation/ discussion [SU8] observation of student's independent or team work
	[PAGMU2_KK01] The student is ready to critically assess the usefulness of the procedures and practices learned, related to various areas of the curriculum of his studied field. He is open to the importance of knowledge in solving theoretical and practical problems and effectively justifying assessments, opinions, and proposed solutions. When necessary, he seeks expert opinions, including those from legal doctrine and jurisprudence.	Work in progress	[SK1] oral statement/conversation/ discussion [SK4] test/exam - oral or written
	[PAGMU2_KO02] The student is capable and willing to use the knowledge and skills acquired in social activities; he is also ready to initiate the pursuit of the public interest, particularly through substantive support for a specific organization, performing his profession diligently and ethically; he is prepared to carry out tasks in the organization in an entrepreneurial manner.	Work in progress	[SK1] oral statement/conversation/ discussion [SK4] test/exam - oral or written
	[PAGMU2_WG01] At an advanced level, the student identifies and understands the facts, phenomena, and their interactions related to the functioning of public authorities, administration, civil servants, the economy, and economic entities. He also knows the terminology, methods, and theories derived from legal sciences and related disciplines, relevant to issues concerning administration and the economy.	Work in progress	[SW1] oral statement/ conversation/discussion

Subject contents	The course program assumes presenting issues in the field of general administrative proceedings, including: - introductory issues (including the concept, structure and functions of administrative proceedings, the subject of administrative proceedings, general and specific types of administrative proceedings, modes of administrative proceedings, instances of administrative proceedings, stages of administrative proceedings); - entities conducting administrative proceedings; - party and participants in administrative proceedings; - initiation of administrative proceedings; - course of administrative proceedings and individual institutions during administrative proceedings; - discontinuation of administrative proceedings; - decisions and rulings of the authority in administrative proceedings; - silent settlement of the matter; - amicable settlement of matters; - issues of verification of administrative decisions and rulings; - ordinary means of appealing against the decision of the first instance body (appeal and request for reconsideration of the case), appeal proceedings and decisions of the second instance body; - means of appealing against rulings, complaint proceedings; - extraordinary administrative proceedings; - types of proceedings regulated in the Code of Administrative Procedure other than general administrative proceedings. Additionally, the program content includes issues related to administrative court proceedings: - models of judicial control of public administration;- structure of administrative justice in Poland; - scope of jurisdiction of administrative courts; - structure of a complaint to the provincial administrative court; - general characteristics of the proceedings before the provincial administrative court and the judgments issued therein; - general description of the issue of appealability of judgments of provincial administrative courts to the Supreme Administrative Court.
Prerequisites and co-requisites	

Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Exam	51.0%	100.0%
Recommended reading	Basic literature	Students independently learn about normative acts regulating the issues covered by the course program. M. Wierzbowski (red.), Postępowanie administracyjne ogólne, podatkowe, egzekucyjne i przed sądami administracyjnymi, Warszawa (aktualne wydanie); T. Woś (red.), Postępowanie administracyjne, Warszawa (current edition); T. Woś (red.), Postępowanie sądowoadministracyjne, Warszawa (current edition).	
	Supplementary literature	B. Adamiak, J. Borkowski, Postępowanie administracyjne i sądowoadministracyjne, Warszawa (current edition); R. Hauser, Z. Niewiadomski, A. Wróbel (red.), Prawo procesowe administracyjne. System Prawa Administracyjnego, t. 9, Warszawa (current edition); W. Dajczak, A. J. Szwarc, P. Wiliński (ed.), Handbook of Polish Law, Warszawa-Bielsko-Biała 2011 (chapter 13 - A. Skoczylas, Administrative Proceedings and Judicial Review of Administration); Z. Kmieciak (ed.), Contemporary Concepts of Administrative Procedure. Between Legalism and Pragmatism, Łódź 2023; J.-B. Auby (ed.), Codification of Administrative Procedure, Bruxelles 2014; M. Bąkowski, M. Bogusz, K. Kaszubowski, Postępowanie odwoławcze w ogólnym postępowaniu administracyjnym, t. I, Odwołanie w ogólnym postępowaniu administracyjnym. Przebieg postępowania odwoławczego, red. naukowa M. Bogusz, Gdańsk 2019; A. Bochentyn, M. Miłosz, Postępowanie odwoławcze w ogólnym postępowaniu administracyjnym, t. II, Decyzje organu odwoławczego, opłaty i koszty postępowania odwoławczego, zagadnienie zakresu zastosowania przepisów o postępowaniu odwoławczym w postępowaniu zażaleniowym, red. naukowa M. Bogusz, Gdańsk 2019.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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