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| Title: | Polish Administrative Proceedings |
| Lecture hours: | 20 |
| Study period: (summer/winter) | Winter and summer |
| Number of credits: | 4 ECTS |
| Assessment methods: | Attendance at the course, active participation, final exam, essay |
| Language of instruction: | English |
| Prerequisites: | none |
| Course content: | <p>The aim of the course is to enable students to learn and understand the basic concepts of Polish administrative procedure. Particular emphasis will be placed on the following topics:</p> <ol style="list-style-type: none"> 1. Definitions of terms and sources of administrative procedural law. 2. Principles of administrative procedure in Poland. 3. The concept of a party and a public administration body. Individual rights in administrative proceedings. 4. Initiation of administrative proceedings. 5. The course of administrative proceedings. 6. Decisions of a public administration body. 7. Appeals procedure. 8. Extraordinary procedures in administrative proceedings. 9. Participation of the prosecutor and social organizations in administrative proceedings. 10. Issuance of certificates. 11. Enforcement proceedings in administration. 12. Selected special procedures (tax proceedings, audit proceedings). |
| Learning outcomes: | The course will provide examiners with knowledge of the theoretical and detailed aspects of Polish administrative procedure. Classes, conducted through case studies and case law and literature analysis, will allow students to expand their knowledge and acquire new analytical skills in the interpretation and application of Polish administrative procedure. Through comparative analysis, students will be able to analyze the Polish administrative procedure system, identify its strengths and weaknesses, and formulate proposals for changes, implementation, or application of specific legal solutions. |
| Name of lecturer: | PhD Michał Kiedrzynek |

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| Contact (email address): | michalkk@ukw.edu.pl |
| Literature: | 1. H. Izdebski, Public Administration and Administrative Law, Warsaw: Liber 2005; 2. M. Możdżeń-Marcinkowski, Introduction to Polish Administrative Law, Warsaw: C.H. Beck 2009; |