



Faculty of Arts and Social Sciences
Law

Syllabus

Administrative Law and Administrative Process

Course Code:	JPG008
Course Title:	Administrative Law and Administrative Process <i>Förvaltningsrätt och förvaltningsprocess</i>
Credits:	12
Degree Level:	Undergraduate level
Progressive Specialisation:	First cycle, has less than 60 credits in first-cycle course/s as entry requirements (G1F)

Major Field of Study:
RVA (Jurisprudence)

Course Approval

The syllabus was approved by the Faculty of Arts and Social Sciences 2018-09-07, and is valid from the Spring semester 2019 at Karlstad University.

Prerequisites

Law Programme (JALAW) at Karlstad University: Completed 30 ECTS credits (semester 1) and 15 ECTS credits (semester 2)

Learning Outcomes

Knowledge and understanding

Upon completion of the course, students should be able to:

- demonstrate good knowledge of special administrative law and municipal law,
- demonstrate good knowledge of special administrative law and its fields of jurisdiction,
- demonstrate good knowledge of the organisational structure and procedures of administrative law,
- demonstrate good knowledge of the administrative court procedure act.

Competence and skills

Upon completion of the course, students should be able to:

- identify and solve administrative legal problems,
- present well argued solutions to administrative legal problems,
- discuss the interplay and connection between administrative law and civil law issues, especially in the area of the environmental code and public procurement issues, and
- discuss basic administrative process issues.

Judgement and approach

- give an account of the different types of legal relationships between the individual and the public,
- investigate independently and present administrative law issues,
- place administrative law issues in a wider societal context,
- consider the legislative demands governing the exercise of authority in state and municipal organisations, and
- independently identify administrative process problems, and
- give an account of, discuss and present administrative process problems and well founded and argued solutions, orally and in writing.

Content

The course focuses on special administrative law with an emphasis on administrative process act and its place in the legal system and the general principles governing public administration and development tendencies in the field. The emphasis is on public organisations, administrative procedure and the decision process in public authorities and administrative courts.

Material and procedural rules regarding some selected areas of special administrative law are treated, such as law enforcement act, environmental code, social services act and procurement act.

In the field of administrative process act, special attention is paid to its structure and legal framework as well as the issues that are common to different cases. The course centres on administrative law and administrative court procedure act. The Swedish administrative law is compared with international situations. Attention is paid to the process of administration appeals according to the administrative court procedure act and related legal principles. Also the judicial review of certain government decisions act and legality review according to the municipal act are treated.

The course includes practical exercises in investigation and presentation techniques. Students conduct legal investigations of administrative and process issues and present orally.

Reading List

See separate document.

Examination

Assessment is individual and based on written exams and PM assignments presented and discussed in mandatory seminars.

Grades

One of the grades Pass with Distinction (AB), Pass with Some Distinction (BA), Pass (B), or Fail (U) is awarded in the examination of the course.

Quality Assurance

Follow-up relating to learning conditions and goal-fulfilment takes place both during and upon completion

of the course in order to ensure continuous improvement. Course evaluation is partly based on student views and experiences obtained in accordance with current regulations and partly on other data and documentation. Students will be informed of the result of the evaluation and of any measures to be taken.

Course Certificate

A course certificate will be provided upon request.

Additional information

The local regulations for studies at the Bachelor and Master levels at Karlstad University stipulate the obligations and rights of students and staff.