

Academic year:

Subject name / modules	total hours	ECTS	l.	c.	semin.	ex/credit	2016/2017				2017/2018				2018/2019									
							I year		II year		III year		I year		II year		III year		I year		II year		III year	
							1 sem.	2 sem.	3 sem.	4 sem.	5 sem.	6 sem.	1 sem.	2 sem.	3 sem.	4 sem.	5 sem.	6 sem.	1 sem.	2 sem.	3 sem.	4 sem.	5 sem.	6 sem.
							l.	c.	l.	c.	l.	c.	l.	c.	l.	c.	l.	c.						
<b>I University-wide module</b>																								
English language	120	2.2.2.2		120		4	-	30		30		30		30										
Physical education I	60	1.1		60		z.o.	-	30		30				-										
Information Technology	30	2		30		z.o.	-			30				-										
Ethics in administration	30	2	15	15		4							15	15										
Safety and Sanitation of work	4	1	4			z.o.	4																	
Psychology	30	1	30			z.o.	30																	
Legal Logic	30	3	30			1	30																	
Protection of intellectual property and the adoption Library	15	2	15			z.o.	15																	
<b>Total:</b>	<b>319</b>	<b>21</b>	<b>94</b>	<b>225</b>			<b>79</b>	<b>60</b>		<b>90</b>		<b>30</b>	<b>15</b>	<b>45</b>	<b>0</b>									
<b>II. Legal module</b>																								
Legal institutions of the third sector	30	4	15	15		3						15	15											
Fundamentals of Environmental Law	15	1	15			z.o.												15						
Kazusy z prawa ochrony środowiska	15	1		15		z.o.													15					
Intruduction to Jurisprudence	45	5	15	30		1	15	30																
Public finances	45	3	30	15		z.o.										30	15							
Business law	30	3	15	15		z.o.										15	15							
Company law	30	2	15	15		5										15	15							
Tax law	60	3	30	30		z.o.												30	30					
Civil law - general profile	45	4	30	15		z.o.						30	15											
Agreement in legal transactions	45	3	15	30		4								15	30									
Labor law in the workplace	45	6	15	30		3						15	30											
Law of civil servants	30	2	15	15		4								15	15									
Criminal law	30	2	15	15		4								15	30									
Law of offenses	30	2	15	15		z.o.										15	15							
Przedmiot do wyboru: Basis for the interpretation of administrative law/ Jurisprudence in administrative law	30	3	15	15		z.o.												15	15					
<b>Total:</b>	<b>525</b>	<b>44</b>	<b>255</b>	<b>270</b>			<b>15</b>	<b>30</b>				<b>60</b>	<b>60</b>	<b>45</b>	<b>75</b>	<b>75</b>	<b>60</b>	<b>60</b>	<b>60</b>					
<b>III. Economic module</b>																								
Organization management	30	3	15	15		2			15	15														
Micro and Macro-economics	30	5	15	15		1	15	15																
<b>Total:</b>	<b>60</b>	<b>8</b>	<b>30</b>	<b>30</b>			<b>15</b>	<b>15</b>	<b>15</b>															
<b>IV. Administration module</b>																								
Administrative legislation	60	5	30	30		2			30	15														
Enforcement proceedings	30	2	15	15		z.o.												15	15					
The organizational structure and tasks of local government	45	3	15	30		z.o.								15	30									
The story of the modern administration	45	5	30	15		1	30	15																
Knowledge of Administration	45	3	30	15		2			30	15														
Administrative law. General part	60	5	30	30		z.o.			30	30														
Administrative law. Detailed part	60	6	30	30		3					30	30												
Administrative proceedings. General part	60	4	30	30		z.o.							30	30										
Administrative proceedings. Detailed part	60	4	30	30		5										30	30							
Constitutional system of state organs. General outline.	60	5	30	30		z.o.	30	30																
Constitutional system of state organs. Detailed section.	60	5	30	30		2			30	30														
Przedmiot do wyboru: Basics of negotiation and mediation in administration/ Organizational and decision-making techniques	30	4	15	15		z.o.						15	15											
<b>Total:</b>	<b>615</b>	<b>51</b>	<b>315</b>	<b>300</b>			<b>60</b>	<b>45</b>	<b>120</b>	<b>90</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>60</b>	<b>30</b>	<b>30</b>	<b>15</b>	<b>15</b>						
<b>V. Diploma thesis</b>																								
Methodology and techniques of research in public administration	15	1	15			z.o.							15											
Techniques for writing and presenting the thesis	75	2.3.5			75	z.o.								15		30		30						
Preparation of the thesis and final exam		10				6																		
<b>Total:</b>	<b>90</b>	<b>21</b>	<b>15</b>		<b>75</b>								<b>15</b>	<b>15</b>		<b>30</b>		<b>30</b>						
<b>Module VI: The administration of public finances</b>																								
Consumer protection on the financials markets	30	3	15	15		z.o.										15	15							
Finance local	60	5	30	30		z.o.												30	30					
Finance and banking	30	3	15	15		z.o.							15	15										
Customs and foreign exchange law	15	2	15			z.o.										15								
Bankruptcy and corrective law	30	4	15	15		z.o.					15	15												
Security of financials	30	2	15	15		z.o.							15	15										
<b>Total:</b>	<b>195</b>	<b>19</b>	<b>105</b>	<b>90</b>							<b>15</b>	<b>15</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>15</b>	<b>15</b>	<b>30</b>	<b>30</b>					
<b>Overall without practice</b>	<b>1804</b>	<b>164</b>	<b>814</b>	<b>915</b>	<b>75</b>		<b>169</b>	<b>150</b>	<b>135</b>	<b>180</b>	<b>120</b>	<b>150</b>	<b>150</b>	<b>225</b>	<b>135</b>	<b>135</b>	<b>105</b>	<b>135</b>						
<b>Module VII: Professional practice</b>																								
Professional practice	<b>360</b>	<b>4, 4, 8</b>		<b>360</b>		z.o.				<b>120</b>				<b>120</b>		<b>120</b>								
<b>Total:</b>		<b>16</b>																						
<b>Overall with practice:</b>	<b>2164</b>	<b>180</b>	<b>814</b>	<b>1275</b>	<b>75</b>		<b>169</b>	<b>150</b>	<b>135</b>	<b>315</b>	<b>120</b>	<b>150</b>	<b>150</b>	<b>225</b>	<b>135</b>	<b>255</b>	<b>105</b>	<b>135</b>						