

Table 5.2. Course Specification		
Study programme: First-cycle academic studies of the first level – Law		
Course title: Administrative Law		
Instructor(s): Jelena P. Vučković, Sandra Đ. Pajić- Šavija		
Course status: Compulsory, third year, fifth semester		
ECTS: 9		
Prerequisites: None		
Course Aim To advance scientific knowledge and develop academic abilities for further research in the field of administrative law, as well as to master the knowledge necessary for solving practical problems in the field of administrative law, particularly administrative procedure and administrative dispute, and to master scientific methods in the study of legal sources of administrative law as a scientific discipline.		
Learning Outcomes Upon completing the programme, the student is expected to be able to: understand the structure and the process by which administrative law norms are created; distinguish state from non-state administration; understand the organisation and competencies of public administration and the structure of its bodies; understand how the basic institutions of administrative law function in practice; understand the manner in which public administration operates and become familiar with the types of acts it adopts; successfully master the material on administrative procedure; study the mechanisms of administrative and judicial review of the administration; and successfully apply the acquired knowledge in practice.		
Course Content <i>Theoretical instruction</i> Theoretical foundations of administrative law. History of the development of administrative law. Relationship between administrative law and other branches of law. Conceptions of the concept of public, state and non-state administration. Development of public administration in Serbia. Public services. Principle of constitutionality and legality. Sources of administrative law. The science of administrative law. Basic institutions of administrative law. Organisation of the administration. Organisation of state administration. Features of state administration. Classification of state administration bodies. Republican and provincial administration. Local administration. Legal status of civil servants and employees in administrative bodies. Means for the work of state administration bodies. Mutual relations between state administration bodies. Relations between state administration bodies and other state bodies. Functioning of the administration. Significance and scope of the General Administrative Procedure Act (GAPA). General and special administrative procedure. Basic principles of administrative procedure. Participants in administrative procedure. Jurisdiction in administrative procedure. Party in administrative procedure. Course of administrative procedure. Evidence in administrative procedure. Decisions and conclusions in administrative procedure. Legal remedies in administrative procedure. Enforcement of decisions in administrative procedure. Control over the work of the administration. Accountability of the administration. Types of accountability systems in the world and in Serbia. Accountability of holders of public functions. Administrative silence. Administrative dispute. Types of administrative disputes. Parties in an administrative dispute. Grounds for challenging an administrative act in an administrative dispute. Jurisdiction for resolving administrative disputes. Initiation of an administrative dispute. Course of proceedings on a claim. Preliminary ordinary proceedings in an administrative dispute. Conclusion of an administrative dispute. Appeal proceedings in an administrative dispute. Extraordinary legal remedies in an administrative dispute. Constitutional appeal. <i>Practical instruction</i> During exercises, students are encouraged to engage in critical discussion of the concepts, institutions and processes in the field of administrative law. In addition, students are encouraged to prepare a presentation and/or seminar paper on a selected topic from the course.		
Literature Cane Peter, Administrative Law, Oxford University Press, 2011. Craig Paul, Administrative Law, Sweet & Maxwell, 2021. Elliott Mark, Varuhas Jason, Administrative Law: Text, Cases, and Materials, Oxford University Press, 2024. Pierce Richard J., Shapiro Sidney A., Verkuil Paul R., Administrative Law and Process, Foundation Press, 2004..		
Hours of active teaching:	Theoretical instruction: 75	Practical instruction: 45

Teaching Methods
Lectures, exercises, seminars (presentation and discussion of students' seminar papers), consultations.
Knowledge Assessment (maximum points: 100)

Pre-exam obligations	Points	Final exam	Points
Activity during lectures	10	Written exam	-
Practical instruction	-	Oral exam	50
Colloquium(s)	30	...	-
Seminar(s)	10	-	-