

Faculty of International Economics and Administration
Department: Administration and Management
Professional area: Administration and Management
Major: Public Administration and Management – Management of Projects Financed by EU Funds
Educational-and-qualification degree: Master

COURSE DESCRIPTION

1. Course unit title: **Administrative Law and Process**
2. Course unit code: LAW 1003
3. Type of course unit: equational
4. Level of course unit: Master
5. Year of study: second
6. Semester: third
7. Number of ECTS credits allocated: 4,5
8. Name of lecturer: Prof. Hristo Ivanov, D.Sc., Assoc. Prof. Marcho Markov, PhD
9. Learning outcomes of the course unit - obtained knowledge, skills and competences (objectives): The objective of the course is to provide students with thorough knowledge about the theoretical conceptions and legal bases underlying the structure and functioning of executive power. On this ground, they will be able to understand and work with legislative acts, which will facilitate their work on solving specific practical tasks.
10. Mode of delivery: face-to-face
11. Prerequisites and co-requisites: knowledge in the field of constitutional law
12. Course contents: The course in ‘Administrative Law and Process’ is fundamental. It studies one of the main branches of law. It provides students with knowledge of state administration, state governance, the civil servant, legislative acts and the way they function.
13. Recommended or required reading
Required reading:
 - Дерменджиев Ив., Д. Костов, Д. Хрусанов, Административно право на Р България, обща част, С., 1996
 - Хрусанов Д., Д. Костов, Административно право на Р България, Специална част., Сб. Норм. актове, С., 1996;
 - Димитров Д., Административно право, Обща част, С., 1995;
 - Димитров Д., Административен процес, С., 1993;
 - Димитров Д., Административно правораздаване, С., 1995;**Recommended reading:**
 - Лазаров К., Делегиране и заместване, Сп. “Правна мисъл”, бр.2/95;
14. Planned learning activities and teaching methods: This is a lecture course. Other planned activities include visits to municipalities, regional municipalities and administrative courts.
15. Assessment methods and criteria: “A” – “EXCELLENT” – students show comprehensive and profound knowledge; “B” – “VERY GOOD” – students show thorough and profound knowledge; “C” – “GOOD” – students’ answers include fundamental information with a slight imbalance in its presentation; “D” or “E” – “SATISFACTORY” – students provide only basic information with difficulty; “FX” or “F” – “POOR” – students do not have the required knowledge.
16. Language of instruction: Bulgarian

17. Work placement: Internship at regional, municipal, mayoral and state administrations.