

## Incoming student mobility

**Name of UNIOS University Unit: Faculty of Law**

### **COURSES OFFERED IN FOREIGN LANGUAGE FOR ERASMUS+ INDIVIDUAL INCOMING STUDENTS**

<b>General information COURSES OFFERED IN FOREIGN LANGUAGE FACULTY OF LAW OSIJEK</b>		
Lecturer	Ana Đanić Čeko, PhD, Assistant Professor	
Course	<b>EUROPEAN ADMINISTRATIVE PROCEDURES</b>	
Study programme	Erasmus	
ETCS and teaching	ECTS	6
	Hours weekly (L+P+S)	30+0+0

<b>1. COURSE DESCRIPTION</b>		
<i>1.1. Course objectives</i>		
<p>The aim of the course is to acquaint the students with a very important and specific area of the EU, the European administrative procedure, which has an impact on national administrative procedural law. Particular emphasis is placed on the specifics of the implementation of specific administrative procedures (in various areas such as environmental protection, state aid, competition, etc.) and the analysis of selected administrative, administrative-judicial practice, EU courts and the ECHR.</p>		
<i>1.2. Prerequisites for enrolment</i>		
Passed exam in a subject covering the area of administrative procedure.		
<i>1.3. Learning outcomes:</i>		
<ol style="list-style-type: none"> <li>1. Define basic process terms and institutes</li> <li>2. Enumerate and explain the sources of European administrative law and the basic principles of European public administration</li> <li>3. Differentiate between the institutions that implement European administrative procedures and legal instruments in the European administrative procedure and compare them with the Croatian legal system</li> <li>4. Connect basic concepts/institutes of European administrative procedure with practical examples from Croatian administrative procedure</li> <li>5. Create a seminar paper on a chosen topic or create an analysis of the chosen practice of the Court of the EU, the European Court of Human Rights (summary of the verdict/decision)</li> </ol>		
<i>1.4. Course description</i>		
<ol style="list-style-type: none"> <li>1. GENERAL AND SPECIAL ADMINISTRATIVE PROCEDURES</li> <li>2. SOURCES OF EUROPEAN ADMINISTRATIVE PROCEDURES</li> <li>3. PRINCIPLES OF EUROPEAN ADMINISTRATIVE PROCEDURES</li> <li>4. PRINCIPLES OF GOOD ADMINISTRATION</li> <li>5. ADMINISTRATIVE COOPERATION</li> <li>6. ADMINISTRATIVE CONVERGENCE</li> <li>7. EUROPEAN ADMINISTRATIVE SPACE</li> <li>8. ANALYSES OF SELECTED SPECIFIC ADMINISTRATIVE PROCEDURES</li> <li>9. ANALYSES OF CHOSEN ADMINISTRATIVE-JUDICIAL PRACTICE AND EU COURTS PRACTICE</li> </ol>		
<i>1.5. Course organisation</i>	<input type="checkbox"/> Lectures <input checked="" type="checkbox"/> seminars and workshops	<input checked="" type="checkbox"/> individual tasks <input type="checkbox"/> multimedia and network

		<input checked="" type="checkbox"/> practical work <input type="checkbox"/> long distance learning* <input type="checkbox"/> field work		<input type="checkbox"/> laboratory <input type="checkbox"/> mentoring <input type="checkbox"/> other			
1.6. Comments							
1.7. Student's obligations							
Depending on the number of enrolled students, lectures will usually be held in a consultative manner. Students are required to prepare the material by taking an oral exam or writing an essay on a selected topic from this area or analyse a selected case law or a special administrative procedure of a selected administrative sub-area (procedural elements).							
1.8. Monitoring student's work							
Attendance		Active participation		Seminar		Experimental work	
Written exam		Oral exam	x	Essay	x	Research	
Project		Continuous assessment		Report		Practical work	
Portfolio				Presentation			
1.9. Evaluation and assessment of student's work during the course and on the final exam							
STUDENT ACTIVITY *		ECTS	LEARNING OUTCOME **	TEACHING METHOD	EVALUATION METHOD	POINTS	
						min	max
Oral exam		3	1-5	Oral exam (3-5 questions)	Evaluation of the subject teacher after the student answers the questions posed by the subject professor	25	50
Essay		3	1-5	Written paper/essay (presentation-optional) on a selected topic/judgment summary/analysis of selected court cases	Evaluation of the subject teacher	25	50
Total		6				50	100
1.10. Mandatory reading (in the moment of study programme draft application)							
<p>1. Đanić, Čeko, Ana; Petrašević, Tunjica, (2020) Lack of one common administrative procedure? Is regulation on the EU administrative procedure necessary in the EU?.Balkan Social Science Review, 15, No. 15, pp. 93-117</p> <p>2. Đanić Čeko, Ana; Kovač Polonca, Comparative Analysis of an Administrative Appeal in Croatian, Slovenian and EU Law. in: D. Duić and T. Petrasević (ed.), EU 2020 – lessons from the past and solutions for the future (EU and comparative law issues and challenges series (ECLIC 4)), Osijek, Faculty of Law, pp. 1065-1096.</p> <p>3. Law of administrative procedure of the European Union, 2012/2024(INL), <a href="https://oeil.secure.europarl.europa.eu/oeil/popups/ficheprocedure.do?reference=2012/2024(INL)&amp;l=en">https://oeil.secure.europarl.europa.eu/oeil/popups/ficheprocedure.do?reference=2012/2024(INL)&amp;l=en</a></p> <p>4. Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL on information security in the institutions, bodies, offices and agencies of the Union COM/2022/119 final, <a href="https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELLAR%3Ae207e6ec-a9c6-11ec-83e1-01aa75ed71a1">https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELLAR%3Ae207e6ec-a9c6-11ec-83e1-01aa75ed71a1</a></p> <p>5. Charter of Fundamental Rights of the European Union, (2000/C 364/01) <a href="https://www.europarl.europa.eu/charter/pdf/text_en.pdf">https://www.europarl.europa.eu/charter/pdf/text_en.pdf</a></p>							
1.11. Recommended reading (in the moment of study programme draft application)							
<p>1. The European Code of Good Administrative Behaviour, <a href="https://www.ombudsman.europa.eu/en/publication/en/3510">https://www.ombudsman.europa.eu/en/publication/en/3510</a></p>							

2. Koprić, I; Musa, A.; Lalić, Novak, G., GOOD ADMINISTRATION AS A TICKET TO THE EUROPEAN ADMINISTRATIVE SPACE, <https://hrcak.srce.hr/file/110642>

*1.12. Method of monitoring the quality which enables acquisition of knowledge, skills and competences*

The quality is monitored by the activity of students during consultative classes, the fulfilment of obligations, through the results of oral knowledge tests and the creation of paper/essay. The verification of the acquired knowledge and the final grade are formed after the oral part of the exam. Students can contact the subject professors during consultations or via e-mail. Students are surveyed about the quality of teaching. After the implementation of the teaching program, the quality is controlled by monitoring the results of the exams, a survey and contact with students after the completion of all obligations.