

# ADMINISTRATIVE PROCEDURE LAW

1	Course Title:	ADMINISTRATIVE PROCEDURE LAW
2	Course Code:	KMH5129
3	Type of Course:	Optional
4	Level of Course:	Second Cycle
5	Year of Study:	1
6	Semester:	1
7	ECTS Credits Allocated:	6.00
8	Theoretical (hour/week):	3.00
9	Practice (hour/week):	0.00
10	Laboratory (hour/week):	0
11	Prerequisites:	In order to understand the course, the Administrative Law and law of administrative jurisdiction must be known.
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Prof. Dr. Atila ERKAL
15	Course Lecturers:	
16	Contact information of the Course Coordinator:	Prof. Dr. Atila ERKAL E-mail: atilaerkal@uludag.edu.tr Tel: Adres: Uludağ Üniversitesi Hukuk Fakültesi Hukuk Bölümü, Gemlik Kampüsü Gemlik/Bursa
17	Website:	
18	Objective of the Course:	The course aims to teach the basic concepts of Turkish administrative procedure law, the principles of administrative procedure, and the procedure applied in administrative cases.
19	Contribution of the Course to Professional Development:	This course contributes to the students knowledge of the general and special judicial procedures applied in administrative cases.
20	Learning Outcomes:	
	1	To learn the features of administrative procedure law;
	2	To learn the general litigation procedure applied in administrative cases;
	3	To have knowledge of special judicial procedures;
	4	To learn the relationship between administrative procedure and the rule of law;
	5	To have knowledge of the general administrative procedure laws in the legal systems of various countries;
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21	Course Content:	
	<b>Course Content:</b>	
Week	Theoretical	Practice
1	Regulation area of the administrative procedure.	

2	Function of administrative procedure.	
3	Administrative action and administrative acts.	
4	Elements of the administrative process.	
5	General principles of administrative procedure.	
6	Right to information.	
7	Obligation to justify administrative action.	
8	Right to be heard.	
9	The principle of indication of the remedies.	
10	Consulting and legal assistance.	
11	Principle of good governance and obligation to act.	
12	Protection of personal data.	
13	Principles of administrative procedure in special regulations.	
14	Principles of administrative procedure in comparative law.	

22	Textbooks, References and/or Other Materials:	1. Prof. Dr. Bahtiyar Akyılmaz, Prof. Dr. Murat Sezginer ve Prof. Dr. Cemil Kaya, Türk İdari Yargılama Hukuku, 8. Baskı, Seçkin Yayıncılık, Ankara, 2023.
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23	Assesment	
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TERM LEARNING ACTIVITIES		NUMBER	WEIGHT		
Activites		Number	Duration (hour)	Total Work Load (hour)	
Theoretical	14	3.00	42.00		
Home work-project	0	0.00			
Practicals/Labs	0	0.00	0.00		
Self study and preperation	14	3.00	42.00		
Total	2	100.00			
Homeworks	0	0.00	0.00		
Projects Grade	0	0.00	0.00		
Field Studies	0	0.00	0.00		
Midterm exams	1	0.00	0.00		
Total	1	100.00			
Others	0	0.00	0.00		
Measurement and Evaluation Techniques Used in the Course			The success grade of the course is determined by the midterm and final exam.	96.00	96.00
Total Work Load					180.00
Total work load/ 30 hr					6.00
ECTS Credit of the Course					6.00

25	CONTRIBUTION OF LEARNING OUTCOMES TO PROGRAMME QUALIFICATIONS															
	PQ1	PQ2	PQ3	PQ4	PQ5	PQ6	PQ7	PQ8	PQ9	PQ10	PQ11	PQ12	PQ13	PQ14	PQ15	PQ16
ÖK1	4	3	4	4	3	0	5	3	2	0	0	0	0	0	0	0
ÖK2	3	3	4	5	5	0	4	3	2	0	0	0	0	0	0	0
ÖK3	3	3	4	5	5	0	4	3	2	0	0	0	0	0	0	0
ÖK4	3	5	4	5	5	0	4	3	2	0	0	0	0	0	0	0

<b>ÖK5</b>	3	3	4	5	4	5	4	3	2	0	0	0	0	0	0	0
<b>LO: Learning Objectives    PQ: Program Qualifications</b>																
<b>Contribution Level:</b>	<b>1 very low</b>		<b>2 low</b>			<b>3 Medium</b>			<b>4 High</b>			<b>5 Very High</b>				