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 jurisdicsiton must be known.
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Prof. Dr. Atila ERKAL
15	Course Lecturers:	Yok
16	Contact information of the Course Coordinator:	Prof. Dr. Atila Erkal E-mail: atilaerkal@uludag.edu.tr Adres: Ata Mahallesi Uludağ Üniversitesi Gemlik Sunipek-Asım Kocabıyık Yerleşkesi, 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:	

Course Content:

Week	Theoretical	Practice
1	Regulation area of the administrative procedure.	

2	Function of administrative procedure.	
3	Administrative action and administrative actes.	
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, 10. Baskı, Seçkin Yayıncılık, Ankara, 2024.
23	Assesment	

TERM LEARNING ACTIVITIES — NUMBE — WEIGHT

Activites	Number	Duration (hour)	Total Work Load (hour)
Quiz	0	0.00	
Theoretical	14	3.00	42.00
Home work-project	0	0.00	
Practicals/Labs	0	0.00	0.00
Final Exam	1	0.00	
Self study and preperation	14	3.00	42.00
Total	2	100.00	
Homeworks	0	0.00	0.00
Contribution of Term (Year) Learning Activities to			
Projects Grade	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	0.00	0.00
Total		100.00	
Others	0	0.00	0.00
Measurement and Evaluation Techniques Used in the	The success grade of the course is determined by the		
Final Exams	1	96.00	96.00
Course	midterm and final exam.		
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

ÖK5	3	3	4	5	4	5	4	3	2	0	0	0	0	0	0	0
LO: Learning Objectives PQ: Program Qualifications																
Contrib ution Level:	**1 very low**			**2 low**			**3 Medium**			**4 High**			**5 Very High**			