



## Course syllabus

School of Business and Economics

Department of Management Accounting and Logistics

1RV00U Förvaltningsrätt för praktiker, 15 högskolepoäng

Administrative Law for Practitioners, 15 credits

### **Main field of study**

Legal Science

### **Subject Group**

Law and Legal Studies

### **Level of classification**

First Level

### **Progression**

G1F

### **Date of Ratification**

Approved by School of Business and Economics 2017-01-25

The course syllabus is valid from spring semester 2017

### **Prerequisites**

Public Language in Swedish, 7.5 credits and Public Administration Operation and Control, 7,5 credits.

## Objectives

After completing the course, the student is expected to be able to:

- describe and report on the administrative law system and the rules which govern courts, agencies and state and municipal activities
- describe legal rules and their application at different levels within both state and municipal activities
- report on the processing during processing of cases at agencies and courts
- analyse legal material such as law text and decisions at different levels in agency hierarchies
- verbally explain legal material, such as law text and decisions, in a clear and comprehensible manner for ordinary people
- conduct critical reviews of agency decisions and present alternative solutions to different decisions

## Content

The course contains:

- the administrative law regulatory system where the main focus is placed on law text, legislative history and legal cases and the daily work at agencies
- differences and similarities in terms of general and special administrative law
- constitutional law explained based on provisions of the constitution
- the impact of European law in terms of re-examination of agency decisions

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- local government law based on provisions of the Swedish Local Government Act
- the principle of public access to official documents with reference to both the Public Access to Information and Secrecy Act as well as the Personal Data Act

## Type of Instruction

Teaching consists of lectures and seminar exercises in Swedish. The course literature is in Swedish. Mandatory parts are stated in the schedule.

## Examination

The course is assessed with the grades Fail (U) or Pass (G).

The course is examined continuously through verbal presentations, written assignments, a written examination and by means of a final seminar (role play), in which the student both submits written material and does a presentation of an independently chosen administrative case to an administrative committee (comprising an examiner and additional two teachers). Attendance is compulsory for lectures, seminar exercises and study visits.

After each regular examination there will be at least one new examination in close proximity to the date the results of the regular exam were posted. A minimum of five occasions for written exams will be offered in relation to the syllabus to which the student was accepted. Usually three occasions per academic year are offered. Students that fail reports can complement after instructions from the examiner to obtain a pass grade.

Grading criteria are communicated in writing to the student by the start of the course/module at the latest, as well as how grades on separate elements of examination are weighed to a final course grade.

## Course Evaluation

During the implementation of the course or in close connection to the course a course evaluation is to be carried out. Result and analysis of the course evaluation is to be presented as feedback both to the students who have completed the course and to the students who are to participate on the course the next time it is offered. The course evaluation is to be carried out anonymously.

## Required Reading and Additional Study Material

### **Obligatory literature**

Bernitz, U (red.) *Finna rätt: juristens källmaterial och arbetsmetoder*. Stockholm: Norstedts juridik. Latest edition. About 280 pages.

Höök, J. *Sekretess mellan myndigheter*. Stockholm: Karnov Group Sweden. Latest edition. About 140 pages.

Lindblom, P & Nordback, K (red.). *Svensk lag*. 2016. Uppsala: Iustus. Latest edition. About 2200 pages.

Staaf, A & Zanderin, L. *Förvaltningsrätt: en introduktion för professionsutbildningar*. Malmö: Liber. Latest edition. About 130 pages.

Strömberg, H & Lundell, B. *Allmän förvaltningsrätt*. Malmö: Liber. Latest edition. About 280 pages.

Zanderin, L & Staaf, A. *Kommunalrätt: en introduktion för professionsutbildningar*. Malmö: Liber. Latest edition. About 140 pages..

### **Additional teaching material**

Agency decisions och court judgments.

### **Referense literature**

Björkman, U & Lundin, O. Kommunen och lagen: en introduktion. Uppsala: Justus. Latest edition. About 170 pages.

Strömberg, H & Lundell, B. Speciell förvaltningsrätt. Malmö: Liber. Latest edition. About 230 pages.