



Course syllabus

Organisational Committee

Department of Marketing and Tourism Studies

1RV011 Förvaltningsrätt med handläggning och dokumentation, 15 högskolepoäng

1RV011 Administrative Law and Practical Documentation, 15 credits

Main field of study

Legal Science

Subject Group

Law and Legal Studies

Level of classification

First Level

Progression

G1N

Date of Ratification

Approved 2009-12-18

Revised 2022-12-05 by Organisational Committee. Change of department.

The course syllabus is valid from spring semester 2023

Prerequisites

General entry requirements for university studies.

Objectives

On completing the course, students should:

- have fundamental knowledge of legal sources and methods
- be familiar with the fundamental provisions and principles of administrative law
- have knowledge of the contents of municipal law
- be able to identify and analyse common legal problems in public administration
- be able to assess matters and present proposals for decisions in matters of administrative law
- be familiar with the rules governing the publicity and secrecy of information

Content

- Administrative law and its position in the legal system as well as on the general principles governing public administration

- Presentation of fundamental legal sources, legal methods and the function of legal provisions in society
- Rules and principles governing procedures under administrative law
- Municipal law is presented at an overview level
- The rules governing the publicity and secrecy of public documents are also presented

The material presented in the course is illustrated by examples taken from various parts of public administration.

Examination

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

The grading is based on assessment of the written exams, reports and the student's ability to present and discuss report contents. Results are graded using one of the terms Passed with distinction, Pass or Fail, and A-F according to the ECTS scale

Students who do not achieve a satisfactory result in the examinations are permitted to make a second attempt approximately 5-8 weeks after the normal examination date. The student will have a minimum of five occasions for written exams in relation to the syllabus to which the student was accepted. Usually 3 occasions per academic year.

Course Evaluation

A written evaluation is conducted and compiled in a report, which is filed at the department. The result and actions, if taken, are communicated to the teacher responsible for the course and presented to the students in the way most appropriate according to the teacher responsible for the course. Other types of evaluations, such as continuous during the course or oral communication with the students, can occur and is encouraged to secure continuous quality improvement.

Required Reading and Additional Study Material

Björkman, Montan, Kommunen och lagen - en introduktion, Iustus förlag, senaste upplagan ca 90 s.

Bohlin, Förvaltningsrättens grunder, Norstedts juridik, senaste upplagen, 428 s.

Bohlin, Offentlighetsprincipen, Norstedts juridik, senaste upplagan, 277 s.

Marcusson, Offentlighetsprinciper, Iustus förlag, senaste upplagan, 207 s.

Updated law book such as either of
Sveriges Rikes Lag (Norstedts)

or

Sveriges Lagar (Fakta Info Direkt Förlag)

or

Svensk Lag (Iustus förlag).

Cases and additional material will be added during the course.