

| Course Name : E Drejtë Administrative I |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|-------------------|---------|------|
| Course Code                             | Course Type                                                                                                                                                                                                                                                                                                                     | Regular Semester                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Lecture (hours/week) | Seminar (hours/week) | Lab. (hours/week) | Credits | ECTS |
| LAW 211                                 | N/A                                                                                                                                                                                                                                                                                                                             | Fall                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 3.00                 | 1.00                 | 0.00              | 3.50    | 6.00 |
|                                         |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |
| Lecturer                                |                                                                                                                                                                                                                                                                                                                                 | Besa Ombashi, PhD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |                      |                   |         |      |
| Assistant                               |                                                                                                                                                                                                                                                                                                                                 | Fioralba Markja, Msc                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                      |                      |                   |         |      |
| Course language                         |                                                                                                                                                                                                                                                                                                                                 | Albanian                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |                      |                   |         |      |
| Course level                            |                                                                                                                                                                                                                                                                                                                                 | Program i Integruar                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |                      |                   |         |      |
| Description                             |                                                                                                                                                                                                                                                                                                                                 | The course "Administrative Law" studies the manner of organization and basic rules of functioning of the state administration during the decision-making process and review of administrative proceedings. This course studies the basic elements of this proceeding by giving detailed concepts on the manner of action, collegial organization, quorum during the review and decision making, how to complete the proceeding, etc. Also a special place in the study of this case occupies the research of some of the main bodies of public administration, which perform the main state functions of internal and external control.                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |                      |                   |         |      |
| Objectives                              |                                                                                                                                                                                                                                                                                                                                 | "Administrative law" undertakes to provide complete knowledge on the forms of activity and control of bodies as well as on the manner and types of manifestation of their administrative will. In particular, the course provides detailed information on some of the most important bodies of public administration with the aim of acquainting students with the basic principles of formation, activity and various administrative problems that they display in practice. Another important purpose of this course is to acquaint students with the basic principles of forms of expression of state will, focusing in particular on the general material knowledge of the administrative act and the resolution of administrative disputes by administrative practice and court. The course aims to achieve students a high communicative act, through normative legal-administrative discourse. To be able to do works with a high level of science (essays, course assignments, diploma thesis). Encourage critical scrutiny and the act of legal correction in cases of deviations from legal standards, etc. |                      |                      |                   |         |      |
| Core Concepts                           |                                                                                                                                                                                                                                                                                                                                 | 1. Familiarity with the basic notions of administrative law 2. Familiarity with the basic bodies and institutions of the Albanian state 3. training of interns in judicial bodies 4. training of employees of the Albanian state / public administration ... etc. After finishing the planning of the planned literature, after re-reading the files with vivid thoughts, where the legal concepts are found as keywords, it starts with the underlining and notes, then we do the systematization in accordance with the planning done earlier. Each article from "Administrative Law" will consist of introduction, development and conclusions. All three parts are connected naturally because the discourse has to be connected. Thus the paragraph is formed, which is most often related to others, forming the unit called text, always in the legal-administrative style. Whether the whole paragraph, article, text or book should have cohesion and coherence, related to both grammatical and logical organization.                                                                                       |                      |                      |                   |         |      |
| Course Outline                          |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |
| Week                                    | Topic                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |
| 1                                       | Introduction to administrative law and the meaning of public administration Administrative law - a branch of public law. Definition of the notion of administration and other most important notions of administrative law through the texts of Albanian legislation. Dobjani, Ermir. (2016) Administrative Law, Tirana: 13-31. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |
| 2                                       | Object, resources, norms of administrative law. Understanding the legal-administrative relationship. Dobjani, Ermir. (2016) Administrative Law, Tirana: 32-58.                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                      |                   |         |      |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>3</b>  | Public administration in R.SH. Basic concepts of administrative bodies Understanding of public body and the notion of public service. Characteristics of the public body, similarities with the legislative and judicial power. Types of state / public administration bodies. Dobjani, Ermir. (2016) Administrative Law, Tirana: 177-183.                                                                                                  |
| <b>4</b>  | Characteristics of the public body, similarities with the legislative and judicial power. Types of state / public administration bodies. Dobjani, Ermir. (2016) Administrative Law, Tirana: 184-205.                                                                                                                                                                                                                                        |
| <b>5</b>  | General principles of functioning of Public Administration. Legality, equality, discretion, proportionality, etc. Understanding and importance of the principles of administrative law. General understanding and importance of principles. Is there a division into substantive laws and procedural laws and consequently into substantive principles and procedural principles? Dobjani, Ermir. (2016) Administrative Law, Tirana: 59-65. |
| <b>6</b>  | Understanding and importance of the principles of administrative law. General understanding and importance of principles. Is there a division into substantive laws and procedural laws and consequently into substantive principles and procedural principles? Dobjani, Ermir. (2016) Administrative Law, Tirana: 211-216.                                                                                                                 |
| <b>7</b>  | Basic principles of State Administration. Ethics and impartiality in public administration On the principles of administrative law. The main principles of administrative law. From the principle of legality to the principle of control. Dobjani, Ermir. (2016) Administrative Law, Tirana: 66-122.                                                                                                                                       |
| <b>8</b>  | Semifinal exam                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>9</b>  | The principle of proportionality. From the principle of legality to the principle of control. Dobjani, Ermir. (2016) Administrative Law, Tirana: 123-165.                                                                                                                                                                                                                                                                                   |
| <b>10</b> | The right to information and consultation. Personal information and confidentiality Understanding the legal-administrative situation of man and its elements. From the legal-administrative capacity and from the capacity to act in the field of state / public administration. Dobjani, Ermir. (2016) Administrative Law, Tirana: 347-356.                                                                                                |
| <b>11</b> | Legal-administrative situation of Albanian citizens. Legal status and rights and obligations. Dobjani, Ermir. (2016) Administrative Law, Tirana: 347-356.                                                                                                                                                                                                                                                                                   |
| <b>12</b> | State Administration; central government bodies as well as independent bodies Understanding of public body and the notion of public service. President of the Republic. State administration under the responsibility of the Council of Ministers. The Prime Minister and the Prime Ministry. Dobjani, Ermir. (2016) Administrative Law, Tirana: 177-256.                                                                                   |
| <b>13</b> | Government. Institutions dependent on ministries. Autonomous agencies. Dobjani, Ermir. (2016) Administrative Law, Tirana: 257-294.                                                                                                                                                                                                                                                                                                          |
| <b>14</b> | Local government bodies and administrative control bodies: their legal status. Armed forces. Public entities. Dobjani, Ermir. (2016) Administrative Law, Tirana: 288-304.                                                                                                                                                                                                                                                                   |
| <b>15</b> | Brief history of local government. System of units and administrative bodies of the local system in Albania. Local self-government. Bodies of the Armed Forces as bodies of state / public administration. Bodies of the Public Entity. Dobjani, Ermir. (2016) Administrative Law, Tirana: 305-324.                                                                                                                                         |
| <b>16</b> | Final Exam                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Prerequisites</b>  | The student must attend the course at a minimum rate of 75%.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Literature</b>     | <ul style="list-style-type: none"> <li>• Floqi, Kristo. (1923) Administrata ose E drejta sundimore, Shtypshkronja "Vlora".</li> <li>• Dobjani, Ermir. (2016) E drejta administrative, Tiranë.</li> <li>• Omari, Luan. (2004) Parime dhe institucione të Së drejtës publike, Tiranë.</li> <li>• Stavileci, Esat. (1981) E drejta administrative, Prishtinë.</li> <li>• Stavileci, Esat. (2010) Fjalor shpjegues i termave administrative, Prishtinë.</li> <li>• Cani (Methasani) &amp; Eralda; Faskaj, Alma. (2010) Çështje të Së drejtës administrative në vështrim krahasues. AECID, Tiranë.</li> <li>• Cikël leksionesh hartuar duke u bazuar si në literaturën e detyrueshme, ashtu edhe në atë të këshillueshme, duke sjellë një përmbledhje edhe të koncepteve themelore të lëndës).</li> </ul> |
| <b>References</b>     | <ul style="list-style-type: none"> <li>• Vajs, A &amp; Kondiq, L. (1984) Historia e përgjithshme e shtetit dhe e së drejtës, Prishtinë.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Course Outcome</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>1</b>              | After 1990, the need arose to redefine the terms of this subject, but the notions of state administration, public administration and public administration had to be clarified and clarified.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>2</b>              | Following the process, the notions of public body, public authority, public servant and public entity had to be reorganized.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>3</b>              | Special attention will be paid to recognizing the ways in which the administration carries out its public service activity.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>4</b>              | Clarify the difference between public and private management. While public management offers the administration's subordination to public law, the opposite happens with private management.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

| Course Evaluation                                                        |          |                  |               |
|--------------------------------------------------------------------------|----------|------------------|---------------|
| In-term Studies                                                          | Quantity | Percentage       |               |
| Midterms                                                                 | 1        | 40               |               |
| Quizzes                                                                  | 0        | 0                |               |
| Projects                                                                 | 0        | 0                |               |
| Term Projects                                                            | 0        | 0                |               |
| Laboratory                                                               | 0        | 0                |               |
| Class Participation                                                      | 1        | 10               |               |
| Total in-term evaluation percent                                         |          |                  | 50            |
| Final exam percent                                                       |          |                  | 50            |
| Total                                                                    |          |                  | 100           |
| ECTS Workload (Based on Student Workload)                                |          |                  |               |
| Activities                                                               | Quantity | Duration (hours) | Total (hours) |
| Course duration (Including the exam week: 16x Total hours of the course) | 16       | 4                | 64            |
| Study hours outside the classroom (Preparation, Practice, etc.)          | 14       | 5                | 70            |
| Duties                                                                   | 0        | 0                | 0             |
| Midterms                                                                 | 1        | 6                | 6             |
| Final Exam                                                               | 1        | 10               | 10            |
| Other                                                                    | 0        | 8                | 0             |
| Total Work Load                                                          |          |                  | 150           |
| Total Work Load / 25 (hours)                                             |          |                  | 6.00          |
| ECTS                                                                     |          |                  | 6.00          |