

Name of university, Name of faculty: Trnava University  
Faculty of Law

**INFORMATION SHEET OF THE SUBJECT**

<b>Code:</b> XNSPb700	<b>Name:</b> Summary Lectures on Administrative Law
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**Cover:** Department of Administrative, Environmental and Financial Law

<b>Type of educational activity:</b> Lecture, Practise <b>Scope of educational activity (in hours):</b> <b>Weekly:</b> 1/0 <b>For term of study:</b> LS 29/7 <b>Method of educational activity:</b> Combined	<b>Number of credits:</b> 3	<b>Recommended semester:</b> ST <b>Study grade:</b> Bachelor
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Recommended semester	Study programme
3.year ST	Law (XEŠBc-PR-23) Law (XDŠBc-PR)

**Underlie subjects:**

**Conditions for passing the course:**

**Method of evaluation:** Completion by taking an examination

**Continuous evaluation:**

**Final evaluation:** The condition for completing the course is participation in lectures, which are mandatory (possible non-participation in compulsory education is governed by the relevant provisions of the Study Regulations of the faculty).

Final evaluation: the course is completed by a written test consisting of 20 questions. Each question provides 3 answers (a total of 60 answers in the test), which the student evaluates by circling the answer "YES" or "NO". To pass the test, it is necessary to correctly evaluate at least 36 of the 60 test answers.

In case of the written essay, it is necessary to obtain at least 2 points to pass the exam.

Evaluation: A: 100-92; B: 91-84; C: 83-76; D: 75-68; E: 67-60; FX: less than 60 %.

**Finished:** By exam.

**Learning outcomes:**

After completing the course, the student is able to identify and propose solutions to current legal problems in the field of administrative law relating to the practical aspects of public administration. S/he is able to identify and understand the essential institutes of substantive administrative law and procedural administrative law in the legal theory and determine the correct answers in the final test based on this. The student can apply theoretical and legal knowledge in analyzing the test answers. The student is able to apply theoretical and legal knowledge in the preparation of submissions and individual administrative acts.

**Schedule of subject:**

1. Protection of fundamental rights and the principle of proportionality in public administration.
2. Transferred state administration and local government.
3. Legal guarantees in public administration.
4. Administrative procedure and administrative consideration.
5. Evidence in administrative proceedings.
6. Administrative imposition of a sentence.
7. Review of decisions made by the administrative bodies.

**Recommended reading:**

Basic recommended literature:

Act no. 460/1992 Coll. Constitution of the Slovak Republic.

Act no. 575/2001 Coll. on the Organization of Government Activities and the Organization of Central State Administration.

Act of the National Council of the Slovak Republic no. 369/1990 Coll. on Municipality Establishment.

Act of the National Council of the Slovak Republic no. 180/2013 Coll. on the Organization of Local State Administration and on Amendments and Changes of Certain Laws.

Act no. 71/1967 Coll. on Administrative Proceedings (Administrative Code).

Act no. 211/2000 Coll. on Free Access to Information and Amending Certain Laws (the Freedom of Information Act), as amended.

Act no. 85/1990 Coll. on Petition Right.

**Language requirements:** Slovak

**Notes:**

Student's workload: 75 hours

Combined study (Lectures, Seminars, Consultations): 7 hours

Study for seminars and study of documents in Moodle (individual study): 38 hours

Preparation for the test: 30 hours

**Course evaluation:**

Assessed students in total: 165

A	B	C	D	E	FX
94%	4%	1%	1%	0%	1%

**Lecturers:**

JUDr. Ľubica Masárová, PhD., lecturer, examiner

Mgr. Katarína Kremser, PhD., lecturer, examiner

doc. JUDr. Michal Maslen, PhD., lecturer, examiner

prof. JUDr. Soňa Košičiarová, PhD., lecturer, examiner

**Date of last change:** 01.09.2025

**Approved by:** prof. PhDr. JUDr. Tomáš Gábriš, PhD., LL.M., MA