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**College of Law**

**University of Salahaddin-Erbil**

**Subject: Administrative Law**

**Course Book – (Year 2)**

**Lecturer's name: Hemn Khalid Ali**

**Academic Year: 2023/2024**

**Course Book**

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| **1. Course name** | Administrative Law |
| **2. Lecturer in charge** | Hemn Khalid Ali |
| **3. Department/ College** | Law |
| **4. Contact** | e-mail: hemn.ali@su.edu.krd |
| **5. Time (in hours) per week**  |  Two hours per week   |
| **6. Office hours** | 9:00 to 1:00 |
| **7. Course code** | Lw0209 |
| **8. Teacher's academic profile**  |  I have graduated from college of Law and Political sciences, Salahaddin University Erbil in 2010 as a first in my class in that year. I worked for a year in the same college, college of Law, as Assistant Researcher. I have obtained Masters of Laws, LLM in Commercial Law in Hertfordshire University, UK, 2014. Currently, I am a member of the academic staff at the department of Law, College of Law, Salahaddin University-Erbil.  |
| **9. Keywords** | **Administrative Law, Regulations, Decisions, Delegated Legislation, Centralization, Decentralization, Agencies**  |
| **10. Course overview:** This course, Administrative Law, is taught in English and is a one-year course which is a four-credit unit (two hours per week) designed for undergraduate law students to prepare them to study wholly or partly in English to join legal academic life. This course introduces students to fundamental concepts of Administrative Law. The course has been designed in a way which covers the most common and the most used legal terms and phrases in Administrative Law. Why Administrative Law? Because Administrative laws guide the practices and procedures that all government bodies and judicial employees must follow. During the period of 19th and 20th Century the concept of state was developed. According to the doctrine of welfare the basic objective of the State Administration is to achieve maximum Welfare of the masses. Each and every policy of the state should aim at maximum welfare of the people. |
| **11. Course objective:**This course deals with administrative law and it is designed in a way that by the end of the course, students should have:1. knowledge of the followings:
2. The definition, function and purpose of Administrative law
3. The sources of administrative law and their relationship with other fields of law.
4. Topics in administrative law such as local government system and its functions

 B. the following skills:1. To understand the principles of Administrative Law
2. To identify administrative regulations
3. To appreciate the extent of participation of individuals and their rights in public administration and administrative activities.
4. learning legal terminologies in general, and, specifically, administrative law terms
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| **12. Student's obligation**Attendance of students is highly important. Exercises and participations in the class are crucial which will facilitate students’ understanding of the concepts and issues presented in this course. The course will be translated into Kurdish or Arabic through participation of the students. Students are required to be fully prepared to discuss and participate in the class. In addition they are required to know the meaning of some important English vocabulary in English with their synonyms.  |
| **13. Forms of teaching**The course is delivered through a program of weekly lectures and activities. The introductory lectures are very important in setting the Administrative Law in context The course is delivered through a program of weekly lectures and activities. The introductory lectures are very important in setting the Administrative Law in context and ensuring that students have a sound base from which to develop their understanding of the subject.Activity classes are aimed to engage student in class and train them to use the knowledge which they achieved in class and advance it in way to be able to use them in real life situations.  |
| **14. Assessment scheme**‌ (**10%) ten percent** is allocated for daily participation, activities and quizzes. Throughout the course students are required to take **one (1)** hour closed-book exam (**30%) thirty percent** . The areas examined are those studied up to the point where the course pauses. At the end of the course, students are required to take the final exam which is **three (3)** hours closed-book exam (**60%) sixty percent**. This exam covers all areas of the course which already studied. |
| **15. Student learning outcome:****This course will provide students with some basic topics about:**1. Delegated legislation, its control and how its use or misuse can affect the workings of a governmental administrative system
2. Administrative corruption
3. E-government, administrative contracts vs. commercial contracts
4. To analyse and apply administrative principles to its related issues
5. In this course, students learn to produce the main kinds of legal academic language, oral presentations, and contributions to tutorial and written assignments.
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| **16. Course Reading List and References‌:**▪ Key references: 1. Chris Taylor, Constitutional and Administrative Law, Law express, 8th edition, 2010.
2. Susan Rose-Ackerman and Peter L. Lindseth, Comparative Administrative Law, Cheltenham UK, 2010.
3. Ian Loveland, Constitutional and Administrative Law and Human Rights, Oxford University Press, 6th edition, 2012.

▪ Useful references: Neil Parpworth, Constitutional and Administrative Law, Oxford University Press, 7th edition, 2000.▪ Magazines and review (internet):1. David Samuel, Separation of Powers. Available at: ([*www.polisci.umn.edu/dsamuels/boix%20&%20Stokes%20Samuels%20ch.pdf*](http://www.polisci.umn.edu/dsamuels/boix%20%26%20Stokes%20Samuels%20ch.pdf))
2. Gordon Wilkinson, E-Government: Key Concepts and Applications to Development. Available at: (*www.unc.edu/gewilkin/wilkinson\_713\_fa07\_essay.pdf*).
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| **17. The Topics:** | **Lecturer's name** |
| 1. Introduction to Administrative Law
 | Hemn Khalid Ali ex: (2 hrs)  |
| 1. Definition of Administrative Law
 | Hemn Khalid Ali ex: (2 hrs)  |
| 1. Purpose of Administrative Law
 | Hemn Khalid Ali ex: (2 hrs)  |
| 1. Sources of Administrative Law( Constitution, legislation)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Sources ofAdministrative Law( Custom, Judgments)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Sources ofAdministrative Law( Delegated Legislation, Jurisprudence)
 | Hemn Khalid Ali ex: (2 hrs)  |
| 1. The Relationship of Administrative law to other Concepts
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Constitutional law and Administrative Law
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Financial Law and Administrative Law
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Human Rights Law and Administrative Law( the Similarities)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Human Rights Law and Administrative Law( the Differences)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Administrative Regulations( Centralization)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Advantage and disadvantages of Centralization
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. The Decentralization
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Advantage and disadvantages of Decentralization
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Administrative Agencies
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Purpose of Administrative Agencies
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Reasons for creation of Administrative Agencies
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Test (15%)
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Student presentation
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| **Second Semester** |  |
| 1. E- Government
 | Hemn Khalid Ali ex: (2 hrs)  |
| 1. Advantages of E- Government
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Government to Citizen
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Government to Business
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Government to Government
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. E-Democracy
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Administrative Activities
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Administrative Policies
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Ordinary Circumstances
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Emergency Circumstances
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Public Escorts
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Administrative Decisions
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. Elements of Administrative Decisions
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. The Form of Administrative Decisions
 | Hemn Khalid Ali. ex: (2 hrs)  |
| 1. The Reason of Administrative Decisions
 | Hemn Khalid Ali. ex: (2 hrs)  |
| **18. Practical Topics (If there is any)** |  |
| Non | Non |
| **19. Examinations:*****1. Compositional:*** In this type of exam the questions usually starts with Explain how, What are the reasons for…?, Why…?, How….?With their typical answersExamples should be provided:What are the elements of administrative custom?1. Should be General
2. Repeated Conduct
3. Followed by Administrative bodies
4. Not to be in contradiction to the legal rules

***2.******meaning of words:***In this type of exam a number of most common English words which are used in Administrative law field will be provided and then student will write down the meaning of these words in English.Administrative capacity, significant, abuse, concern….  ***3. Multiple choices:***In this type of exam there will be a number of phrases next or below a statement, students will match the correct phrase. Examples should be provided.1. …………. briefly sets forth details about mechanisms, procedures and administrative powers granted to various authorities.
2. Constitution b. legislative c. Administrative Law
3. An administrative action exceeding its limit is…………. action.
4. ultra vires b. invalidate c. ultra vires
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| **20. Extra notes:**The course book is designed to familiarise students with the basic topics of Iraqi Administrative Law in a simple and easy way vis using power points and data shows and other daily activities in the class. |
| **21. Peer review** This course book is well prepared in a way that it covers all topics of administrative law with special focus on administrative system in Iraq*.* The objective and outcomes of the course are clear and highly considered. Lecturer :Amanj Ali Qadir  |