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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: 2024/2025**

**Course Book**

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| **1. Course name** | Administrative Law | |
| **2. Lecturer in charge** | Hemn Khalid Ali | |
| **3. Department/ College** | Law | |
| **4. Contact** | hemn.ali@su.edu.krd | |
| **5. Time (in hours) per week** | Eight hours per week | |
| **6. Office hours** | 9:00 to 1:00 | |
| **7. Course code** |  | |
| **8. Teacher's academic profile** | I graduated from the College of Law and Political Sciences, Salahaddin University Erbil, in 2010, ranking first in my class that year. I worked for a year at the same college, in the College of Law, as an Assistant Researcher. I obtained a Master of Laws (LLM) in Commercial Law from Hertfordshire University, UK, in 2014. Currently, I am a member of the academic staff in the Department of Law and a PhD student at the College of Law, Salahaddin University-Erbil. | |
| **9. Keywords** | **Administrative Law, Administrative Regulation,**  **E-government, Administrative Corruption.** | |
| **10. Course overview:**  This course, Administrative Law, is taught in English and is a one-year, four-credit course (two hours per week) designed for undergraduate law students, preparing them to study wholly or partly in English as they join legal academic life. It introduces students to the fundamental concepts of Administrative Law and covers the most common and widely used legal terms and phrases in the field.  Why Administrative Law? Administrative laws guide the practices and procedures that all government bodies and judicial employees must follow. During the 19th and 20th centuries, the concept of the state developed. According to the doctrine of welfare, the basic objective of state administration is to achieve the maximum welfare of the masses. Every policy of the state should aim at maximizing the 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:  Firstly: knowledge of the followings:  1.The definition, function and purpose of Administrative law  2.The sources of administrative law and their relationship with other fields of law.  3.Topics in administrative law such as local government system and its functions  secondly: the following skills:  To understand the principles of Administrative Law  To identify administrative regulations  To appreciate the extent of participation of individuals and their rights in public administration and administrative activities.  learning legal terminologies in general, and, specifically, administrative law terms | | |
| **12. Student's obligation**  Student attendance is highly important. Exercises and participation in class are crucial, as they will facilitate students' understanding of the concepts and issues presented in this course. The course will be translated into Kurdish or Arabic through student participation. Students are required to be fully prepared to discuss and participate in class. Additionally, they are expected to know the meanings of key English vocabulary along with their synonyms. | | |
| **13. Forms of teaching**  The course is delivered through a program of weekly lectures and activities. The introductory lectures are essential for setting Administrative Law in context and ensuring that students have a solid foundation from which to develop their understanding of the subject. Activity classes are designed to engage students in class and train them to apply the knowledge they gain, helping them advance their skills to use 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. | | |
| **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&%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*). | | |
| **17. The Topics:** | | **date, hours** |
| 1. Introduction to Administrative Law | | (11,12)-9-2024, (8 hrs) |
| 1. Definition of Administrative Law | | (18,19)-9-2024, (8 hrs) |
| 1. Historical development of Administrative Law: | | (25,26)-9-2024, (8 hrs) |
| 1. Functions of Administrative: | | (2,3)-10-2024, (8 hrs) |
| 1. Purpose of Administrative Law: | | (9,10)-10-2024, (8 hrs) |
| 1. Sources of Administrative Law( Constitution, legislation) | | (16,17)-10-2024, (8 hrs) |
| 1. Sources ofAdministrative Law( Custom, Judgments) | | (23,24)-10-2024, (8 hrs) |
| 1. Sources ofAdministrative Law( Delegated Legislation, Jurisprudence) | | (30,31)-10-2024, (8 hrs) |
| 1. The Relationship of Administrative law to other Concepts | | (6,7)-11-2024, (8 hrs) |
| 1. Constitutional law and Administrative Law | | (13,14)-11-2024, (8 hrs) |
| 1. Financial Law and Administrative Law | | (20,21)-11,2024, (8 hrs) |
| 1. Human Rights Law and Administrative Law( the Similarities) | | (27,28)-11-2024, (8 hrs) |
| 1. Human Rights Law and Administrative Law( the Differences) | | (4,5)-12-2024, (8 hrs) |
| 1. Administrative Regulations( Centralization) | | (11,12)-12-2024, (8 hrs) |
| 1. Advantage and disadvantages of Centralization | | (18,17)-12-2024, (8 hrs) |
| 1. The Decentralization | | (8,9)-1-2025, (8 hrs) |
| 1. Advantage and disadvantages of Decentralization | | (15,16)-1-2025, (8 hrs) |
| 1. E-government | | (22,23)-1-2025, (8 hrs) |
| 1. Types OF Electronic Government | | (29,30)-1-2025, (8 hrs) |
| 1. Government-to-citizen | | (5,6)-2-2025, (8 hrs) |
| 1. Government-to-business | | (12,13)-2-2025, (8 hrs) |
| 22. Government-to-government | | (19,20)-2-2025, (8 hrs) |
| 23.Government-to-employee | | (26,27)-2-2025,(8 hrs) |
| 24.E- Government | | (5,6)-3-2025, 8 hrs) |
| 25.Benefits of E-government | | (12,13)-3-2025, (8 hrs) |
| 26.Corruption | | (19,20)-3-2025: (8 hrs) |
| 27-Administrative corruption | | (9,10)-4-2025: (8 hrs) |
| 28.Key forms of administrative corruption: | | (16,17)-4-2025, (8 hrs) |
| 29.Bribery and Embezzlement | | (23,24)-4-2025, (8 hrs) |
| 30.Favoritism and Nepotism, Kickbacks, Extortion | | (30,1)-4-2025, (8 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 answers  Examples 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. invalidates c. ultra vires | | |
| **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 | | |