Public administration
Graduate studies
The scope of the examination

I. Public administration - general issues
   • the concept of public administration
   • public entities and roles of public administration
   • public administration bodies
   • principles of public administration and administrative law

II. Evolution of public administration
   • the key changes in public administration
   • rule of law in public administration, public administration,
     New Public Management,
     Participatory Governance
   • the modern public sector

III. Public administration system in Poland
   • characteristics of public administration system
   • the structure of government administration in Poland (central and local government administration,
     specificity of integrated and non-integrated government administration)
   • organization and tasks of local government administration in Poland
   • the tasks of local government administration in Poland
   • interactions of administrative entities
   • Human resources management in public administration
   • Civil service

IV. The Basics of Administrative Law
   • characteristics of administrative law
   • legal system administrative law
   • the administrative-law relationship
   • norms of administrative law
   • sanctions in administrative law
   • sources of administrative law
   • administrative proceedings

V. Public administration and external entities
   • actual and legal interest
   • administrative decisions
   • administrative discretion
   • administrative deficiencies
   • bilateral and multilateral activities of public administration

Required literature:
- J. Hausner (red.), Administracja Publiczna, Wydawnictwo Naukowe PWN, 2006
- H. Izdebski, M. Kulesza, Administracja Publiczna zagadnienia ogólne, LIBER, 2004
- G. Górski, Historia administracji, Lexis Nexis 2002
- G. B. Peters, Administracja publiczna w systemie politycznym, Wydawnictwo Naukowe Scholar, Warszawa, 1999

Legal acts:
- The Constitution of the Republic of Poland
- Code of Administrative Procedure Poland
- The 1990 Act on Municipalities
- The 1998 Act on the Regions
- The 1998 Act on the governmental administration of the Regions
- The 1998 Act on the Counties