



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Management Law							
Course Code		BAS222		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	4	Workload	96 (<i>Hours</i>)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		To teach the basic concepts, principles and rules of administrative law.							
Course Content		Administration concepts of law and basic principles of administrative law, the birth, development and features, administrative sources of law, administrative organization and concept of administrative procedures in Turkey							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion					
Name of Lecturer(s)		Ins. Yakup KARACA							

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Introduction to Administrative Law, Kemal Gözler, Gürsel Kaplan, Ekin Bookstore
2	Administrative Law, Ahmet Nohutçu, Savaş Publications

Week	Weekly Detailed Course Contents	
1	Theoretical	Concept of Administration and Administrative Law
2	Theoretical	Emergence, Development and Characteristics of Administrative Law
3	Theoretical	Sources of Administrative Law
4	Theoretical	Constitutional Principles Affecting Administrative Law
5	Theoretical	Constitutional Principles Affecting Administrative Law
6	Theoretical	Principles of Administrative Organization
7	Theoretical	Central Administration (Central Organization)
8	Theoretical & Practice	Midterm Exam
9	Theoretical	Central Administration (Provincial Organization)
10	Theoretical	Central Administration (Provincial Organization)
11	Theoretical	Local Governments
12	Theoretical	Decentralized Service Organizations
13	Theoretical	Concept of Administrative Process, Characteristics, Classification of Administrative Process
14	Theoretical	Elements of Administrative Procedure, Entry into Force, Termination
15	Theoretical	Sanctions of the unlawfulness of administrative procedures
16	Theoretical	Final

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	2	42
Assignment	1	5	1	6
Individual Work	1	1	1	2
Midterm Examination	1	20	1	21
Final Examination	1	24	1	25
Total Workload (Hours)				96
[Total Workload (Hours) / 25*] = ECTS				4

*25 hour workload is accepted as 1 ECTS



Learning Outcomes

1	Explain the basic principles and concepts of administrative law
2	He / she has knowledge about administrative law issues and resources.
3	Explain the duties of the Turkish administrative organization and administration.
4	dari işlem kavramını, bu kavramın unsurlarını, özelliklerini ve sınıflandırılmasını açıklayabilir.
5	Can establish connection between administrative organization and constitutional principles.

Programme Outcomes (Banking and Insurance)

1	Having adequate infrastructure in the fields of economics, law, accounting, basic management, management and field; to use theoretical and practical knowledge in these areas.
2	To acquire the ability to use computer software and hardware at the basic level required by the field
3	To be able to interpret and evaluate data, to be able to identify and analyze problems using basic knowledge and skills acquired in the field
4	To have a consciousness of historical values, social responsibility, universal, social and professional ethics
5	To be able to identify and effectively use the modern techniques, tools and information technologies required for applications related to the field.
6	Having the ability to plan and project using the professional environment and tools related to the field
7	Be equipped with the ability to produce solutions, take responsibility in teams or in individual work

Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1	L2	L3	L4	L5
P1	4	4	4	4	4
P3	1	1	1	1	1
P4	3	3	3	3	3
P5	1	1	1	1	1
P6	1	1	1	1	1
P7	4	3	3	3	3

