



Philadelphia University
Faculty of law-
Department of -----
----- semester, 2007/2008

Course Syllabus

Course Title: Administrative Law 1	Course code: 420161
Course Level: Second Year	Course prerequisite (s) and/or corequisite (s): Introduction to Law
Lecture Time:	Credit hours: 3 Credit Hours

Academic Staff Specifics

Name	Rank	Office Number and Location	Office Hours	E-mail Address
Dr. Usama Nueimat	Assistant Professor			O_nimat@philadephia.edu.jo

Course module description:

6- (420161) Administrative Law (1)

Module name: Administrative law (1)
law

Prerequisite: Introduction to

Module number: 420161

Module number: 410111

This module seeks to delimit the concept of administrative law, based on its meanings, norms of classification and its relation to other laws. Moreover, its origin, characteristics and sources are defined. This course also probes into the notion of administrative organization through discussing its components of centralized administration and decentralized administration and their applications in the Jordanian legal system. Finally, it studies the public servant by means of defining him and the means of appointing and selecting him, and dividing public functions. Also discussed are the duties of the employee and his occupational rights, the disciplinary aspects, and the rules for terminating the service of an employee.

Course module objectives:

1. provide the basic knowledge and concepts and principles related to the Jordanian administrative law, in addition to knowledge of traits and historical development
2. develop students cognitive and scientific skills related to topics in administrative law as well as their abilities to learn
3. develop students abilities in writing research papers, legal essays and reports in accordance with an intact scheme
4. enable students to work with a team spirit as well as effectively communicate with others and rapidly respond to the latest developments

Course/ module components

- Books (title , author (s), publisher, year of publication)

Book Title	Author	Edition	Publisher	Publishing Year
Administrative Law	Dr. Khalid Althaher		Althaqafah Publishers	2002

- Support material (s) (vcs, acs, etc).
- Study guide (s) (if applicable)
- Homework and laboratory guide (s) if (applicable).

Discussion of some topics related to administrative centralism vs. administrative non-centralism along with its applications in the Jordanian System
Examine some legislations related to the public employee, like the civil service system
Field visit, an outside lecturer, small workshop (multipurpose room)

Teaching methods:

Lectures, discussion groups, tutorials, problem solving, debates, etc.

Methods	Number of Lectures	Scores' distribution
Lectures	40	80%
Multipurpose room and field visits	3	---
Student's involvement in seminars, tutorials, and group discussions	5	5%
Quizzes and Assignments	---	---
Paper research & Essays (maximum of 3000words)	---	15%
Total	48	100%

Learning outcomes:

- Knowledge and understanding

At the end of this module, a student will be able to:

A/1 express the basic concepts and principles of administrative law, its traits, origins and historical development

A/3 display advanced knowledge in the institutions and departments related to administrative law along with their formation and specializations

A/4 elucidate topics related to administrative law and that which exceeds the legal limits like administration, economics, politics and others

- Cognitive skills (thinking and analysis).
-

- Communication skills (personal and academic).

C/1 display an ability to find logical solutions bolstered by legal evidence for problems related to administrative law in addition to applying theoretical knowledge to actual practical cases

C/3 Prepare researches and working papers and legal articles in accordance with scientific legal methodology

- Practical and subject specific skills (Transferable Skills).
-

Assessment instruments

- Short reports and/ or presentations, and/ or Short research projects
- Quizzes.
- Home works
- Final examination: 50 marks

<u>Allocation of Marks</u>	
Assessment Instruments	Mark
First examination	20%
Second examination	20%
Final examination: 50 marks	50%
Reports, research projects, Quizzes, Home works, Projects	10%
Total	100%

Documentation and academic honesty

- **Documentation style (with illustrative examples)**



- **Protection by copyright**
- **Avoiding plagiarism.**

Course/module academic calendar

**This module consists of (48) hours allocated into (16) weeks, (3) hours a week,
divided as follows:**

Week	Subject	Notes
1 st	Determining the meaning of administrative law and its origins	
2 nd	The Relationship between administrative law and the other legal sciences. Administrative Law traits	
3 rd	Determining the criteria for applying administrative law system	
4 th	Administrative law resources	
5 th	The idea behind administrative organization and the idea behind general judicial personality	
6 th	Administrative centralism, determining meaning, components, examples, its application in the Jordanian legal system	
7 th	Administrative non-centralism, meaning distinguishing traits. Illustrating relevant examples, examining its applications in the Jordanian Legal System	
8 th	Authorization, illustrating the meaning of authorization and provisions, comparison between authorization, solutions and proxy	
9 th	Public position, determining its meaning, organize and dividing public positions in the European and American System	
10 th	Public employee, defining public employee and public employment conditions	
11 th	Public Employee rights; financial rights, promotion and vacations	
12 th	Public employee duties	
13 th	Public employee discipline. The meaning of ultra vires and its estimate	
14 th	Disciplinary punishments; levels and impacts of disciplinary punishments	
15 th	Disciplinary authorities, employment termination, chief power, disciplinary council, cases of employment conditions. Retirement, resignation, discharge and removal. Comprehensive revision of course and discussion of students' research paper	
16 th	<i>Final Exam</i>	

Expected workload:

On average students need to spend 2 hours of study and preparation for each 50-minute lecture/tutorial.

Attendance policy:

Absence from lectures and/or tutorials shall not exceed 15%. Students who exceed the 15% limit without a medical or emergency excuse acceptable to and approved by the Dean of the relevant college/faculty shall not be allowed to take the final examination and shall receive a mark of zero for the course. If the excuse is approved by the Dean, the student shall be considered to have withdrawn from the course.

Module references

Books

Book Title	Author	Edition	Publisher	Publishing Year
Administrative Law First book	Dr. Nawaf Kanaan		Althaqafah Publishers	2000
Principles of administrative law Alwajeez in administrative law First chapter	Dr. Khalid Alzu'bi Dr. Suleiman Altamawi		Alfikir Alarabi Publishers	1986
Administrative Law The Principles of	Dr. Yousef S. Alkhoury		Sader's Publishers	1999
Administrative Law The Principles of Administrative Law	Dr. Ibrahim A. Sheema		Aljamiaa Publishers	1999

Journals

Journal of Different editions of the Jordanian Law Society
Official Newspaper

Websites

_ PLRI Public Law Research Institute
<http://www.uchastings.edu/plri>
_ The Internet Law Library
www.lawresearch.com