

## **ADMINISTRATIVE LAW AND PROCEDURE**

Degree in Public Management

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Code: 16801

Main Scientific Area: Administrative and Tax Law

Lecturer: Carlos Filipe Pina Marques Carvalho

Language of Instruction: Portuguese

Regime: S2

Contact Hours: 60h Total Workload: 94h

ECTS: 5,5

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### **Objectives**

At the end of the curricular unit the students must be able to: Understand the Public Administration under the Law; Analyze and know the Administrative Organization, Identify the public collective persons, its organs and services, as well as the legal regime and functional relationship

### **Learning Outcomes**

The students should improve their professional skills, aimed at the optimal fulfillment of their functions, by applying the information obtained during the curricular unit;

The student are also expected to develop personal and social skills, particularly in respect to the forms of administrative law action and understanding the concept of administrative act, regulation and contract.

The student are also expected to understand the State and Administration responsibility.

### **Course Contents**

- Administrative Organization
- The administrative systems Portuguese Administrative Organization and the action of the Administrative Organization
- The “Discretionariedade” in the Administrative Organization
  
- The Principles of the Administrative Organization
  
- The forms of action of the Administrative Organization.

### **Recommended Bibliography**

DIOGO FREITAS DO AMARAL, Curso de Direito Administrativo, Vol. II, 4ª Edição - Reimpressão 2020, 2018, Almedina

PEDRO COSTA GONÇALVES, Manual de Direito Administrativo, Vol. I, 2019, Almedina;

JOSÉ EDUARDO F. DIAS/FERNANDA PAULA OLIVEIRA, Noções Fundamentais de Direito Administrativo, Almedina, 5ª Edição- Reimpressão 2019, Coimbra, 2019

MARCELO REBELO DE SOUSA/ANDRÉ SALGADO DE MATOS, Direito Administrativo Geral, Tomo II e III, Dom Quixote, Lisboa, 2004.

JOSÉ CARLOS VIEIRA DE ANDRADE, Lições de Direito Administrativo, Imprensa da Universidade de Coimbra, 5ª Edição, 2018.

MÁRIO AROSO DE ALMEIDA, Teoria Geral do Direito Administrativo, 6ª Edição - Reimpressão 2020, Almedina, 2020

ESTEVES DE OLIVEIRA, PACHECO DE AMORIM, GONÇALVES, Código do Procedimento Administrativo, Comentado, 2.a Edição, Almedina, Coimbra, 2010;

GONÇALVES, PEDRO COSTA, Direito dos Contratos Públicos, 4ª Edição, Volume I, Almedina, 2020

ALMEIDA, FRANCISCO DE M. L. FERREIRA DE, Direito Administrativo, Almedina 2018

### **Learning and Teaching Methods**

The syllabus is organised in a way that enables the students to fulfil the objectives set forth: in order for the students to know the Administrative action and ways of administrative action.

### **Assessment Methods**

The evaluation will be periodic using two tests, weighting respectively 75 e 25/100 in the final grade. To be approved, students must obtain the minimum grade of 10/20 and a minimum of 7/20 in the first test..