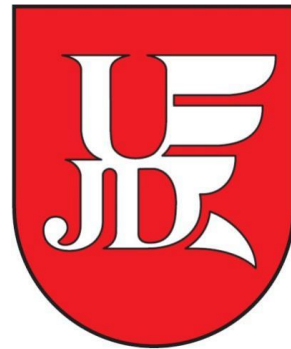


**Jan Dlugosz University
in Czestochowa**



**Courses taught in English
for exchange students
at the Faculty of Law and Economics,
Summer semester, academic year 2023/24**



Erasmus+

Administration

Course title	ECTS	Hours	Form	Semester (Summer)	Course description
<p style="text-align: center;">Labor law Prawo pracy dr Olgierd Kucharski Mgr Magdalena Kaczmarzyk-Witecka</p>	6	30+30	Lecture (exam)+class (pass with grade)	summer	<p>Subject matter, functions, characteristics and principles of labour law. Sources of Labour law, regulations and collective labour agreements. Features of the employment relationship and its types. Other forms of employment. The subjects of the employment relationship. Establishment of the employment relationship. Termination of the employment relationship by Agreement of the parties and by notice. Termination of employment contracts without termination without notice. Termination of the employment relationship. Claims of the parties in connection with wrongful termination of the employment relationship. Creation of personal files. Liability of employees for breach of their duties obligations. Liability for offences against the rights of an employee's rights. Remuneration for work and other benefits. Working time. Workers' holidays. Labour protection. Supervision of compliance with labour law. Resolving labour disputes. Employment of employees local government. Employment of civil servants. Employment of civil servants.</p>
<p style="text-align: center;">Negotiation and mediation techniques in administration</p>	2	15	class-pass with grade	summer	<p>Acquainting students of administration with the usually marginally treated issues of negotiation and mediation in the resolution of legal disputes. Provide knowledge about the basics of the theory of conflict, the basics of the theory of communication, cultural and ethical conditions of negotiation understood as a communication process, negotiation situation and its basis (conflict and cooperation), and non-jurisdictional forms of dispute resolution in administrative and court-administrative proceedings.</p>

Techniki mediacji i negocjacji w administracji mgr Ewa Drzewiecka					The ability to treat situations of cooperation and conflict in the organizational structures of public authority as negotiating situations; the ability to communicate effectively in a variety of situations; initial preparation for the role of negotiator / mediator; knowledge of techniques used in negotiation and mediation processes and the ability to use them in various life, professional and social circumstances.
English language Język angielski (Studium Nauki Języków Obcych)	2	30	class-pass with grade	summer	
Administrative legislation Legislacja administracyjna dr Łukasz Jurek	3	30	class-pass with grade	summer	The course is aimed at students of administration. This course will give an information about legal procedure in the area of law making. Will be discussed: the basic concepts and institutions related to administrative legislation, professional position of the legislator, rules of law making, principles of legislative technique, practice of promulgating legal acts, public consultations and lobbying in the law-making process, the legislative process of the legal act, acts of local law, the supervision and the control over the legislative process. The condition for passing the course will be a test.
Enforcement in the administration Egzekucja w administracji dr hab. Andrzej Krasuski, prof. UJD	3	15+15	Lecture (exam)+class (pass with grade)	summer	The purpose and functioning of administrative enforcement proceedings, the place of this procedure in the system of rules governing compulsory enforcement administrative enforcement proceedings and the legal remedies that can be used in those proceedings.

<p>Civil servants and employment policies in the administration of legal protection and control Stosunki urzędnicze i polityka zatrudnienia w administracji ochrony i kontroli prawnej dr Olgierd Kucharski</p>	2	15	Lecture (exam)	summer	<p>Practice and theory of the system of legal norms in the field of clerical relations in administration, legal control and employment policy. Practice and theory of interpretation of legal provisions and legal reasoning in the field of clerical relations in administration, legal control and policy Employment. The practice of applying the provisions of the law on civil relations in administration, legal control and employment policy</p>
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Law

Course title	ECTS	Hours	Form	Semester (Summer)	Course description
Legal logic Logika prawnicza Dr Karolina Paluszek	4	15+30	Lecture (exam)+ workgroups (pass with grade)	summer	Logic as a science. Semiotics. Language. Character. Names and types of names. Definitions. Errors in definition. Logical division. The court and its time limits. Sentences: construction, truthfulness, modality, interrogative sentences. Compound sentences. Fundamentals of propositional calculus. Truth functors – their application to conjunctions in language Colloquial. Logical square. Arguments of legal logic (a fortiori, a contrario, reductio ad absurdum). Categorical syllogism, enthymemas, and epichremats. Reasoning: deductive, reductive, progressive, and regressive. Clarifying and checking. On the Reliability of Reasoning and fallibility of empirical claims. Judicial Proof.
English language Język angielski (Studium Nauki Języków Obcych)	2	30	class-pass with grade	summer	
Liability for fiscal crimes and offenses Odpowiedzialność za przestępstwa i wykroczenia skarbowe dr hab. Adam Bartosiewicz, prof. UJD	3	30	class-pass with grade	summer	Knowledge of the provisions regulating the liability of natural persons for fiscal crimes and offenses involving violation of the financial interests of the state.

<p align="center">Forensics Kryminalistyka mgr Beata Wójcik</p>	4	30	workgroups (pass with grade)	summer	<p>The concept, history, subject and scope of forensics. Inspection - legal basis, definition, types of inspection, rules of conduct, documentation. Interrogation and presentation, hypnosis, drug analysis, polygraph tests. The concept and types of forensic identification. Expert – concept, directory. Opinion – subject, types, defects, scope, structure. Expertise. The concept and catalog of traces. Police records. New research methods and techniques in forensics. The diagnostic value of the method. The evidentiary value of the method. Presentation of methods and tools for obtaining forensics data as well as understanding and skillfully interpreting the results of tests carried out by experts.</p>
<p align="center">Special Regimes of imprisonment in Polish Penitentiary Środki stosowane w prawie karnym wykonawczym dr Aleksander Wróbel</p>	3	30	workgroups- pass with grade	summer	<p>To acquaint students with the basic concepts of executive criminal law in English. To familiarize students with the types of punishments carried out within the framework of executive criminal proceedings. Familiarizing students with the regimes of imprisonment and the provisions on the implementation of preventive measures, including protective therapeutic measures. Presentation of solutions regarding the regimes of serving imprisonment sentences in foreign legal systems. After completing the course, the student has knowledge of English terminology in the field of executive criminal law. Classifies, describes and explains the basic regimes of imprisonment and precautionary measures in the Polish executive criminal law.</p>
<p align="center">Theory and philosophy of law Teoria i filozofia prawa dr Karolina Paluszek</p>	4	30	workgroups- pass with grade	summer	<p>Natural law approach to law. Legal positivism. Legal realism. Other sound philosophical and legal issues. Main problems related to law. Issues of law making and application. Theories of legal interpretation.</p>

English language Język angielski specjalistyczny (Studium Języków Obcych)	2	30	lab - pass with the grade	summer	
Executive criminal law Prawo karne wykonawcze Dr Aleksander Wróbel (lecture) Dr Milena Garwol (workgroups)	6	30+30	Lecture (exam)+ workgroups- pass with grade	summer	The concept, sources and history of executive criminal law. Evolution of executive criminal law. Criminal policy. Penal population. Penalty system in Polish criminal law. System of post-penal measures in criminal law. Performing non-criminal detention of an individual (the so-called Alcohol Act, Mental Health Act). Execution of penalties in international trade. General rules for the execution of penalties in the Executive Penal Code (Articles 1 - 24 of the CC). Execution of penalties: fines, restriction of liberty, imprisonment (types and systems of executing penalties). Execution of penal measures. Performing pre-trial detention. Implementation of precautionary measures. Review of the current case law of common courts and the Supreme Court

Economics

Course title	ECTS	Hours	Form	Semester (Summer)	Course description
Bookkeeping	4	45	Lectures Workshops	summer	<p>The course includes knowledge of the concepts of accountancy as an information system. The basic concepts are related to: balance sheet (assets, liabilities and balance sheet principle), profit and loss account (income and costs versus receipts and expenses), overriding accounting principles and economic operations. Issues related to the bookkeeping account and its functioning will be discussed, as well as the statutory tasks of units in the field of accounting - subject scope (including: financial statements) and units obliged to keep accounting - subject scope.</p>
Public Finances	4	45	Lectures Classes	summer	<p>During the course students will be introduced to the organization, legal mechanisms and structure of public finance. The course contents will aim to provide knowledge and skills in the functioning of the public finance sector and financial markets. The subject will outline the existing connections between public finance and market economy, as well as present the role of the state and local governments in the economy. The course will define functions and tasks of the public finance sector and the market financial system in the economy, as well as point out their interconnections and interdependencies.</p> <p>The aim of the course is also to make students familiar with the most important theories in finance and banking.</p>

<p style="text-align: center;">Mathematics</p>	<p style="text-align: center;">5</p>	<p style="text-align: center;">45</p>	<p style="text-align: center;">Lectures Classes</p>	<p style="text-align: center;">summer</p>	<p>The content of the course syllabus will include knowledge of the concepts of mathematical logic, linear algebra, matrix operations, mathematical analysis, differentiation and elements of integral calculus. The classes will foster the development of skills in solving tasks from the discussed range. Such skills can only be attained by solving numerous tasks.</p>
<p style="text-align: center;">Sociology</p>	<p style="text-align: center;">3</p>	<p style="text-align: center;">30</p>	<p style="text-align: center;">Lectures Classes</p>	<p style="text-align: center;">summer</p>	<p>The course will present issues related to the origins of sociology. Students will learn about the laws and social regularities that constitute the subject of sociology. The relationship of sociology to family economics will be addressed. The main theoretical trends in sociology will be discussed. The main theoretical trends in sociology and the basic problems and concepts of sociology will be discussed. Students will expand their knowledge of sociological sub-disciplines.</p>
<p style="text-align: center;">International Economic Relations</p>	<p style="text-align: center;">3</p>	<p style="text-align: center;">30</p>	<p style="text-align: center;">Lectures Classes</p>	<p style="text-align: center;">summer</p>	<p>The course contents include knowledge of the concepts of the world economy and international economic relations, their evolution, causes and consequences. Demonstration of cause and effect relationships in international economic relations. To provide the basis for students to use basic trade theory, principles of foreign trade policy and exchange rates as well as the theory of international factor flows to analyze problems occurring in economic practice. To introduce them to the institutional structure of the world economy (IMF, World Bank, WTO, OECD) and</p>

					<p>the balance of payments. The classes foster the development of skills in identifying and analysing problems in the world economy and international economic relations and use of tools that enable to solve these problems.</p>
Econometrics	4	30	Lectures Workshops	summer	<p>The syllabus content of the course will include knowledge of the concepts of econometric models and the stages of their creation. The classes foster the development of skills in estimating multivariate regression models, nonlinear models, modelling of selected decision problems and types of optimization models.</p>
European project management	3	30	Lectures Workshops	summer	<p>The course contents cover the basic concepts and principles of European project management. The course will review EU programmes and funds from recent years. The structure of project planning will be discussed along with economic, financial and risk analysis. Students will expand their knowledge by analysing the project's sensitivity to change and will prepare an idea and assumptions for their own project.</p>
Market Analysis	4	45	Workshops	summer	<p>The course contents cover issues related to the basics of market analysis. During the course, students will learn how to analyze the environment of an enterprise, competition, and the development of market phenomena over time. They will broaden their knowledge by studying the inertia and adaptability of market phenomena. They will become familiar with cause-effect analysis of market phenomena and learn various methods of market analysis, such as BCG matrix or SWOT analysis.</p>

Accounting and Taxation

Course title	ECTS	Hours	Form	Semester (Summer)	Course description
Elective Courses I	1	15	Lectures – credits, no assessment	summer	
Basics of Economics	5	30	Lectures - exam Internships – credit with a grade	summer	<p>The aim of the course is to familiarize the student with principles governing economics. After completing the course the student will be acquainted with concepts, selected economic laws and principles of economic analysis.</p> <p>The student will be able to identify and analyze factors concerning micro- and macroeconomic environments of the enterprise.</p>
Financial Accounting	6	45	Lectures – final exam Internships - credit with a grade	summer	<p>Objective of the course is to get student familiar with financial accounting principles. After the course student will be able to:</p> <ul style="list-style-type: none"> ▪ Understand accounting terms and general financial accounting principles <ul style="list-style-type: none"> ▪ Understand how financial statements are constructed <ul style="list-style-type: none"> ▪ Read financial statements ▪ Undertake actions on decreasing basic economic operations

IT Accounting Systems (AIS)	3	30	Labs – credit Internships with a grade	summer	During the course student will undertake actions to collect, store and process financial and accounting data by using computer-based methods for tracking accounting activities and bookkeeping by using AIS. The accounting cycle in SME relating to revenue, expenses, accounting and tax information through issuing analysis reports, requisitions, invoices, checking registers, inventory, payroll and providing financial statements will be the main concern of this course.
Elective courses III	2	30	Lectures – credit without assessment	summer	
Tax Accounting	6	30	Lectures - exam Internships - credit with a grade	summer	The course is targeted to acquaint the student with issues on tax accounting. After completing the course, the student will be able to apply in praxis legal regulations regarding tax accounting. The student will have knowledge on principles of business taxation.
Simplified forms of accounting for tax purposes	3	30	Workshop	summer	During the course, the student is assumed to acquire the ability to keep documentation in accordance with the appropriate form of taxation for a given entrepreneur. Students will learn theoretically and practically the rules of keeping a tax book of revenues and expenses, preparing and storing documents, keeping sales records, records of fixed assets, intangible assets and equipment, and records of tax on goods and services.

Elective courses 2	2	15	Workshop	summer	
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