

SYLLABUS
Vocational School

Course Code	Course Title		Credits	ECTS Value	
MBH 102	knowledge of administrative law		2-0-2	5	
Prerequisite Courses:					
Course Language:	Turkish	Course Delivery Mode:	online		
Course Type and Level:	Department MAndatory Courses/ first year/ second semester				
Instructor's Title, Name, and Surname		Course Hours	Office Hours	Contact	
Assistant Prof. Yunus Anıl Ay		Current program information should be followed on the website.	Tuesday 11.00-14.00	yunusanilay@cag.edu.tr	
Course Coordinator:					
Course Objectives					
Course Learning Outcomes	Upon successful completion of this course, the student will be able to;			Relations	
				Program Outcomes	Net Contribution
	1	Can explain the concept of administration	1,2,3,4	5,5,5,5	
	2	Can list and broadly explain the principles governing administrative law.	1,2,3,4	5,5,5,5	
	3	Can define administration and administrative law and state their fundamental characteristics.	1,2,3,4	5,5,5,5	
	4	Can define the administrative organization	1,2,3,4	5,5,5,5	
	5	Can define central administration and local government institutions and establish the relationship between them.	1,2,3,4	5,5,5,5	
	6	can list the fundamental principles governing the administrative organization.	1,2,3,4	5,5,5,5	
	7	Can classify administrative actions and, within this framework, define individual administrative actions and regulatory actions.	1,2,3,4	5,5,5,5	
Course Content:	In Administrative Law I, the main concepts and topics examined are the concept of administration and administrative law, as well as administrative organizations and administrative procedures				
Course Schedule (Weekly Plan)					
Week	Topic	Preparation		Teaching Methods and Techniques	
1	Administration and Administrative Law (Concept of Administration)	Texbook		Presentation, case analysis, regulatory review	
2	Administrative Law (Definition, Systems, Development, and Characteristics)	Texbook		Presentation, case analysis, regulatory review	

3	Sources of Administrative Law	Textbook	Presentation, case analysis, regulatory review
4	Sections of Administrative Law and Principles Governing Administrative Law	Textbook	Presentation, case analysis, regulatory review
5	Administrative Organization Principles Governing Administrative Organization	Textbook	Presentation, case analysis, regulatory review
6	Public Legal Entity and Principle of Administrative Integrity	Textbook	Presentation, case analysis, regulatory review
7	Administrative Organization Central Administration	Textbook	Presentation, case analysis, regulatory review
8	Midterm Exam		
9	Midterm Exam		
10	Administrative Organization Local Administration Organizations	Textbook	Presentation, case analysis, regulatory review
11	Concept of Administrative Action, Types, Characteristics	Textbook	Presentation, case analysis, regulatory review
12	Concept of Administrative Action, Types, Characteristics	Textbook	Presentation, case analysis, regulatory review
13	Individual Administrative Acts (Administrative Decisions)	Textbook	Presentation, case analysis, regulatory review
14	Individual Administrative Acts (Administrative Decisions)	Textbook	Presentation, case analysis, regulatory review
15	Regulatory Acts	Textbook	Presentation, case analysis, regulatory review
16	GENERAL REVIEW QUESTIONS AND ANSWERS	Textbook	Presentation, case analysis, regulatory review
17	Final Exam		
18	Final Exam		

Course Resources

Textbook: Kemal Gözler/Gürsel Kaplan, İdare Hukukuna Giriş, Ekin, 2024.

Recommended References:

Course Assessment and Evaluation

Activities	Number	Percentile	Notes
Midterm Exam	1	40%	It will be conducted in multiple-choice formats.
Project			
Assignment			

Presentation			
Participation / Process-related activities			
Final	1	50%	It will be conducted in multiple-choice formats.
ECTS Table			
Content	Number	Hours	Total
Course Duration	14	2	28
Out-of-Class Study	14	4	56
Assignment			
Presentation			
Participation / Process-related activities			
Midterm Exam (Midterm Exam Duration+ Midterm Exam Preparation)	1	20	20
Final Exam (Final Exam Duration + Final Exam Preparation)	1	30	30
Total:			134
Total / 30:			$134 \div 30 \approx 4,46$
ECTS Credit:			5

Past Term Achievements
