Federal State Autonomous Educational Institution for Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
named after Patrice Lumumba

LAW INSTITUTE

educational division (faculty/institute/academy) as higher education programme developer

COURSE SYLLABUS

Workshop "Procedural Documents in Criminal Cases"

course title

Recommended by the Didactic Council for the Education Field of:

40.03.01 LAW / JURISPRUDENCE

field of studies / speciality code and title

The course instruction is implemented within the professional education programme of higher education:

BACHELOR OF LAWS (LLB)

higher education programme profile/specialisation title

2024

1. COURSE GOAL(s)

The aim of the course is:

- ✓ to form a comprehensive understanding of the forms and methods of resolving disputes in different systems of legal orders among students;
- ✓ to prepare defense attorneys to represent the interests of parties, who are being prosecuted for crimes
- ✓ to perform judicial review
- ✓ to ensure that the parties would follow the due process

2. REQUIREMENTS FOR LEARNING OUTCOMES

The course is aimed at building and enhancing the following target competencies (parts of competencies):

Table 2.1. List of target competencies (parts of competencies)

Code (UC, GPC, PC)	Competence	Competence indicators
PC-2.	Can apply legal norms in specific legal areas and use them in the way prescribed by law	PC-2.1. Demonstrates specific knowledge of the implementation of law, knows the procedure for carrying out the duties of jurisdictional bodies responsible for the implementation of law; PC-2.2. Has mastered the skills of analyzing the facts of the case, qualifying the facts of law and legal relations that arise due to them, identifies legally significant circumstances; PC-2.3. Carries out the correct choice of the legal norm to be applied and the method of its interpretation; PC-2.4. Has mastered the methods of searching for cases of implementation of law and monitoring it in order to complete professional tasks; PC-2.5. Develops options for legal actions in strict accordance with the legislation and makes decisions in the form prescribed by law.

3. COURSE IN HIGHER EDUCATION PROGRAMME STRUCTURE

The course belongs to the part formed by the participant in the educational relations of Block 1 of the curriculum.

As part of the curriculum, students also study other courses and/or internships that contribute to the achievement of expected learning outcomes.

Table 3.1. The list of components of the Educational Program of Higher Education that contribute to the achievement of the expected results of the development of the course

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
	PC-2.1. Demonstrates specific knowledge of the implementation of law, knows the procedure for carrying out the duties of jurisdictional bodies responsible for the implementation of law;	Core Component / Базовая компонента Administrative Law / Административное право Ciivil Law / Гражданское право Basic Provisions of Civil Law / Основные положения гражданского права Implementation and Protection of Civil Rights. Right of Ownership and Other in Rem Rights / Средства осуществления и защиты гражданских прав. Право собственности и иные вещные права Law of Obligations. Tort Law / Обязательственное право. Деликтное право Contract Law / Договорное право Intellectual Property Law. Inheritance Law / Право интеллектуальной собственности. Наследственное право Family Law / Семейное право Civil and Commercial Procedure / Гражданский и арбитражный процесс Financial Law and Tax Law / Финансовое и налоговое право International Public Law / Международное право Labor Law / Трудовое право International Private Law / Международное частное право Commercial Law and Corporations / Предпринимательское право Theory of Legal Argumentation / Теория	Workshop "Skills of Effective Presentation in Court" / Практикум "Навыки эффективного выступления в суде" Workshop "Procedural Documents in International Disputes" / Практикум "Процессуальные документы в международных спорах" Workshop "Procedural Documents in Constitutional Procedure" / Практикум "Процессуальные документы в конституционном процессе" Workshop "Negotiations and Contracts" / Практикум "Переговоры и заключение договоров" Workshop "Drafting Legal Letters, Memos & Legal Opinions" / Практикум "Составление юридических писем, меморандумов и юридических заключений" Interdisciplinary Course Paper / Междисциплинарная курсовая работа Variable component / Вариативная компонента Work Experience (Judicial) Internship / Производственная практика (судебная) Work Experience (Pre-graduation) Internship / Производственная (преддипломная) практика State Examination / Подготовка к сдаче и сдача государственного экзамена Bachelor Thesis Defence / Оформление, подготовка к процедуре защиты и защита выпускной квалификационной работы

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		юридической аргументации Fundamentals of Medicine Law / Основы медицинского права Workshop "Procedural Documents in Civil Cases" / Практикум "Процессуальные документы по гражданским делам" Workshop "Procedural Documents in Administrative Cases" / Практикум "Процессуальные документы по административным делам"	
	PC-2.2. Has mastered the skills of analyzing the facts of the case, qualifying the facts of law and legal relations that arise due to them, identifies legally significant circumstances;	Core Component / Базовая компонента Theory of State and Law / Теория государства и права Administrative Law / Административное право Ciivil Law / Гражданское право Basic Provisions of Civil Law / Основные положения гражданского права Implementation and Protection of Civil Rights. Right of Ownership and Other in Rem Rights / Средства осуществления и защиты гражданских прав. Право собственности и иные вещные права Law of Obligations. Tort Law / Обязательственное право. Деликтное право Contract Law / Договорное право Intellectual Property Law. Inheritance Law / Право интеллектуальной собственности. Наследственное право	Workshop "Skills of Effective Presentation in Court" / Практикум "Навыки эффективного выступления в суде" Workshop "Procedural Documents in International Disputes" / Практикум "Процессуальные документы в международных спорах" Workshop "Procedural Documents in Constitutional Procedure" / Практикум "Процессуальные документы в конституционном процессе" Workshop "Negotiations and Contracts" / Практикум "Переговоры и заключение договоров" Workshop "Drafting Legal Letters, Memos & Legal Opinions" / Практикум "Составление юридических писем, меморандумов и юридических заключений" Interdisciplinary Course Paper / Междисциплинарная курсовая работа Variable component / Вариативная компонента

Шифр Code Code (UC, GPC, PC)	Наименование компетенции **Competence**	Предшествующие дисциплины/модули, практики* **Previous courses/internships***	Последующие дисциплины/модули, практики* **Subsequent courses/internships***
		Family Law / Семейное право Civil and Commercial Procedure / Гражданский и арбитражный процесс Financial Law and Tax Law / Финансовое и налоговое право International Public Law / Международное право Environmental Law and Land Law / Экологическое и земельное право Labor Law / Трудовое право International Private Law / Международное частное право Commercial Law and Corporations / Предпринимательское право Logic for Lawyers / Логика для юристов Theory of Legal Argumentation / Теория юридической аргументации Fundamentals of Medicine Law / Основы медицинского права Workshop "Procedural Documents in Civil Cases" / Практикум "Процессуальные документы по гражданским делам" Workshop "Procedural Documents in Administrative Cases" / Практикум "Процессуальные документы по административным делам"	Work Experience (Judicial) Internship / Производственная практика (судебная) Work Experience (Pre-graduation) Internship / Производственная (преддипломная) практика State Examination in the Discipline "Theory of State and Law" / Государственный экзамен по дисциплине "Теория государства и права" State Examination / Подготовка к сдаче и сдача государственного экзамена Bachelor Thesis Defence / Оформление, подготовка к процедуре защиты и защита выпускной квалификационной работы
	PC-2.3. Carries out the correct choice of the legal norm to be applied and the method of its interpretation;	Core Component / Базовая компонента Theory of State and Law / Теория государства и права	Workshop "Skills of Effective Presentation in Court" / Практикум "Навыки эффективного выступления в суде"

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		Administrative Law / Административное право Ciivil Law / Гражданское право Basic Provisions of Civil Law / Основные положения гражданского права Implementation and Protection of Civil Rights. Right of Ownership and Other in Rem Rights / Средства осуществления и защиты гражданских прав. Право собственности и иные вещные права Law of Obligations. Tort Law / Обязательственное право. Деликтное право Contract Law / Договорное право Intellectual Property Law. Inheritance Law / Право интеллектуальной собственности. Наследственное право Family Law / Семейное право Civil and Commercial Procedure / Гражданский и арбитражный процесс Financial Law and Tax Law / Финансовое и налоговое право International Public Law / Международное право Environmental Law and Land Law / Экологическое и земельное право Labor Law / Трудовое право International Private Law / Международное частное право Commercial Law and Corporations / Предпринимательское право	Workshop "Procedural Documents in International Disputes" / Практикум "Процессуальные документы в международных спорах" Workshop "Procedural Documents in Constitutional Procedure" / Практикум "Процессуальные документы в конституционном процессе" Workshop "Negotiations and Contracts" / Практикум "Переговоры и заключение договоров" Workshop "Drafting Legal Letters, Memos & Legal Opinions" / Практикум "Составление юридических писем, меморандумов и юридических заключений" Interdisciplinary Course Paper / Междисциплинарная курсовая работа Variable component / Вариативная компонента Work Experience (Judicial) Internship / Производственная практика (судебная) Work Experience (Pre-graduation) Internship / Производственная (преддипломная) практика State Examination / Подготовка к сдаче и сдача государственного экзамена Bachelor Thesis Defence / Оформление, подготовка к процедуре защиты и защита выпускной квалификационной работы

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		Theory of Legal Argumentation / Теория юридической аргументации Fundamentals of Medicine Law / Основы медицинского права Workshop "Procedural Documents in Civil Cases" / Практикум "Процессуальные документы по гражданским делам" Workshop "Procedural Documents in Administrative Cases" / Практикум "Процессуальные документы по административным делам"	
	PC-2.4. Has mastered the methods of searching for cases of implementation of law and monitoring it in order to complete professional tasks;	Core Component / Базовая компонента Information Technologies in Legal Practice (Fundamentals of Legal Tech) / Информационные технологии в юридической деятельности Administrative Law / Административное право Ciivil Law / Гражданское право Basic Provisions of Civil Law / Основные положения гражданского права Implementation and Protection of Civil Rights. Right of Ownership and Other in Rem Rights / Средства осуществления и защиты гражданских прав. Право собственности и иные вещные права Law of Obligations. Tort Law / Обязательственное право. Деликтное право Contract Law / Договорное право	Workshop "Procedural Documents in International Disputes" / Практикум "Процессуальные документы в международных спорах" Workshop "Procedural Documents in Constitutional Procedure" / Практикум "Процессуальные документы в конституционном процессе" Workshop "Negotiations and Contracts" / Практикум "Переговоры и заключение договоров" Workshop "Drafting Legal Letters, Memos & Legal Opinions" / Практикум "Составление юридических писем, меморандумов и юридических заключений" Interdisciplinary Course Paper / Междисциплинарная курсовая работа Variable component / Вариативная компонента Work Experience (Judicial) Internship / Производственная практика (судебная)

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		Intellectual Property Law. Inheritance Law / Право интеллектуальной собственности. Наследственное право Family Law / Семейное право Civil and Commercial Procedure / Гражданский и арбитражный процесс Financial Law and Tax Law / Финансовое и налоговое право International Public Law / Международное право Environmental Law and Land Law / Экологическое и земельное право Labor Law / Трудовое право International Private Law / Международное частное право Commercial Law and Corporations / Предпринимательское право Theory of Legal Argumentation / Теория юридической аргументации Fundamentals of Medicine Law / Основы медицинского права Legal Tech: Advanced Course / Юридические технологии: продвинутый курс Workshop "Procedural Documents in Civil Cases" / Практикум "Процессуальные документы по гражданским делам" Workshop "Procedural Documents in Administrative Cases" / Практикум "Процессуальные	Work Experience (Pre-graduation) Internship / Производственная (преддипломная) практика State Examination / Подготовка к сдаче и сдача государственного экзамена Bachelor Thesis Defence / Оформление, подготовка к процедуре защиты и защита выпускной квалификационной работы

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		документы по административным делам"	
	PC-2.5. Develops options for legal actions in strict accordance with the legislation and makes decisions in the form prescribed by law.	Core Component / Базовая компонента Theory of State and Law / Теория государства и права Administrative Law / Административное право Ciivil Law / Гражданское право Basic Provisions of Civil Law / Основные положения гражданского права Implementation and Protection of Civil Rights. Right of Ownership and Other in Rem Rights / Средства осуществления и защиты гражданских прав. Право собственности и иные вещные права Law of Obligations. Tort Law / Обязательственное право. Деликтное право Contract Law / Договорное право Intellectual Property Law. Inheritance Law / Право интеллектуальной собственности. Наследственное право Family Law / Семейное право Civil and Commercial Procedure / Гражданский и арбитражный процесс Financial Law and Tax Law / Финансовое и налоговое право International Public Law / Международное право Labor Law / Трудовое право International Private Law / Международное частное право	Workshop "Procedural Documents in International Disputes" / Практикум "Процессуальные документы в международных спорах" Workshop "Procedural Documents in Constitutional Procedure" / Практикум "Процессуальные документы в конституционном процессе" Workshop "Negotiations and Contracts" / Практикум "Переговоры и заключение договоров" Workshop "Drafting Legal Letters, Memos & Legal Opinions" / Практикум "Составление юридических писем, меморандумов и юридических заключений" Variable component / Вариативная компонента Work Experience (Judicial) Internship / Производственная практика (судебная) Work Experience (Pre-graduation) Internship / Производственная (преддипломная) практика State Examination / Подготовка к сдаче и сдача государственного экзамена Bachelor Thesis Defence / Оформление, подготовка к процедуре защиты и защита выпускной квалификационной работы

Шифр Code Code (UC, GPC, PC)	Наименование компетенции Competence	Предшествующие дисциплины/модули, практики* Previous courses/internships*	Последующие дисциплины/модули, практики* Subsequent courses/internships*
		Commercial Law and Corporations / Предпринимательское право Logic for Lawyers / Логика для юристов Theory of Legal Argumentation / Теория юридической аргументации Fundamentals of Medicine Law / Основы медицинского права Workshop "Procedural Documents in Civil Cases" / Практикум "Процессуальные документы по гражданским делам" Workshop "Procedural Documents in Administrative Cases" / Практикум "Процессуальные документы по административным делам"	

Course workload is 3 credits (108 academic hours)

*Table 4.1. Types of academic activities for **__full-time__** education*

Types of academic activities		TOTAL, academic hours	Semester / Module			
			D	E	F	G
Classroom learning, academic hours		*30*			*30*	
including:						
Lectures (LC)						
Lab work (LW)						
Seminars (workshops/tutorials) (S)		30			30	
Self-study (ies), academic hours		*60*			*60*	
Evaluation and assessment (exam or pass/fail grading)		*18*			*18*	
Course Workload	academic hours	**108**			**108**	
	credits	**3**			**3**	

*Table 4.2. Types of academic activities during the periods of higher education programme mastering (**__part-time training__**)**

Type of academic activities	Total academic hours	Semesters/training modules			
		1	2	3	4
Contact academic hours					
including:					
Lectures (LC)					
Lab work (LW)					
Seminars (workshops/tutorials) (S)					
Self-studies					
Evaluation and assessment (exam/ passing/failing grade)					
Course workload	academic hours_				
	credits				

* To be filled in regarding the higher education programme part-time training mode.

*Table 4.3. Types of academic activities during the periods of higher education programme mastering(**correspondence training**)**

Type of academic activities	Total academic hours	Semesters/training modules			
		1	2	3	4
Contact academic hours					
including:					
Lectures (LC)					
Lab work (LW)					
Seminars (workshops/tutorials) (S)					
Self-studies					
Evaluation and assessment (exam/ passing/failing grade)					
Course workload	academic hours_				
	credits				

* To be filled in regarding the higher education programme correspondence training mode.

5. COURSE CONTENTS

Table 5.1. The content of the course and types of academic activities

Course Units / Sections	Topics	Type of academic activity*
Section 1. Theory of criminal process	Topic 1.1. The concept and types of criminal process.	S
	Topic 1.2. The concept of criminal case.	S
	Topic 1.3. Parties to the criminal case.	S
	Topic 1.4. General principles of the criminal case.	S
Section 2. The criminal proceedings.	Topic. 2.1. The documents providing movement and resolution of criminal case.	S

Course Units / Sections	Topics	Type of academic activity*
	Topic 2.2. The documents ensuring the establishment of evidence in administrative cases.	S
	Topic 2.3. The documents ensuring proper criminal proceedings and due process.	S
	Topic 2.4. The documents ensuring the rights of participants in criminal proceedings.	S
	Topic 2.5. The documents providing the proper execution of decision.	S
Section 3. The legal documents in the criminal process.	Topic 3.1. Motion. Types of motions and its form.	S
	Topic 3.2. Injunction. Types of injunctions and its form.	S
	Topic 3.3 Writ. Types of writs and its form.	S
	Topic 3.4. Complaint and its form.	S
	Topic 3.5. Answer and its form.	S

* - filled in **only** **for full-time** education: LC - lectures; LW - laboratory work; S - seminars.

6. CLASSROOM EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

Table 6.1. Classroom equipment and technology support requirements

Type of academic activities	Classroom equipment	Specialised educational / laboratory equipment, software, and materials for course study (if necessary)
Lecture	Classroom for lectures, equipped with a set of specialized furniture; a set of devices including portable multimedia projector, laptop, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome
Lab	Classroom for lab work, group and individual consultations, evaluation and assessment, equipped with a set of specialized furniture; a set of devices including portable multimedia projector, laptop, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome
Seminars	Classroom for seminars, group and individual consultations, evaluation and assessment, equipped with a set of specialized furniture; a set of devices including portable multimedia projector, laptop, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome
Computer classroom	Computer classroom for academic activity, group and individual consultations, evaluation and assessment, equipped with a set of specialized furniture; a set of devices including portable multimedia projector, 30 personal computers, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome

Type of academic activities	Classroom equipment	Specialised educational / laboratory equipment, software, and materials for course study (if necessary)
Self-studies Classroom	Classroom for Self-studies, equipped with a set of specialized furniture; a set of devices including portable multimedia projector, laptop, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome
Courtroom	Classroom for court hearing simulation equipped with a set of specialized furniture; a set of devices including portable multimedia projector, laptop, projection screen, stable wireless Internet connection.	Multimedia projector, laptop, projection screen, stable wireless Internet connection. Software: Office 365 (MS Office, MS Teams), Chrome

* The premises for students' self-studies are subject to **MANDATORY** mention

7. RESOURCES RECOMMENDED FOR COURSE STUDY

Main readings:
1.   Criminal-Procedural Code of Russian Federation NO. 174-FZ of December 18, 2001 //   https://docs.wto.org/dol2fe/Pages/SS/directdoc.aspx?filename=T:/IP/N/1RUSE6-02.pdf&Open=True
2.   Mirzakulova B.A., Baitanova A.S., Kaipzhanova N.E. THEORETICAL AND PRACTICAL PROBLEMS OF THE USE OF ELECTRONIC DOCUMENTS AS PROOFS IN CRIMINAL PROCEDURE В сборнике: International Conference Industrial Technology and Engineering. Proceedings of VI International Conference. 2019. C. 330-336. https://www.elibrary.ru/download/elibrary_44599736_15005319.pdf

Additional readings:
1. The criminal code of Russian Federation NO. 63-FZ OF JUNE 13, 1996 https://www.imolin.org/doc/amlid/Russian_Federation_Criminal_Code.pdf

Internet sources
1. Electronic libraries (EL) of RUDN University and other institutions, to which university students have access on the basis of concluded agreements:
    - RUDN Electronic Library System (RUDN ELS) http://lib.rudn.ru/MegaPro/Web
    - EL "University Library Online" http://www.biblioclub.ru
    - EL "Yurayt" http://www.biblio-online.ru
    - EL "Student Consultant" www.studentlibrary.ru
    - EL "Lan" http://e.lanbook.com/
    - EL "Trinity Bridge"

 2.Databases and search engines:
    - electronic foundation of legal and normative-technical documentation http://docs.cntd.ru/
    - Yandex search engine https:// www .yandex.ru/
    - Google search engine https://www.google.ru/
    - Scopus abstract database http://www.elsevierscience.ru/products/scopus/

* The training toolkit for self- studies to master the course is placed   on the course page in the university telecommunication training and information system under the set procedure.

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM* FOR EVALUATION OF STUDENTS' COMPETENCES LEVEL UPON COURSE COMPLETION

The assessment toolkit and the grading system* to evaluate the competences formation level (competences in part) upon the course study completion are specified in the Appendix to the course syllabus.

* The assessment toolkit and the grading system are formed on the basis of the requirements of the relevant local normative act of RUDN University (regulations / order).

DEVELOPERS:

Assistant-Professor of the Department of Criminal Law, Criminal Procedure and Criminalistics		Murad M. Madzhmayev
Position, Name of the Department	Signature	Full name

Associate Professor of the Department of Criminal Law, Criminal Procedure and Criminalistics		Alexandra S. Vasilenko
Position, Name of the Department	Signature	Full name

HEAD OF EDUCATIONAL DEPARTMENT:

Head of the Department of Criminal Law, Criminal Procedure and Criminalistics		Olga Al. Kuznetsova
Position, Name of the Department	Signature	Full name

HEAD OF THE HIGHER EDUCATION PROGRAM

Director of the Law Institute		**Sergey B. Zinkovskiy**
Position, Name of the Department	Signature	Full name