

Документ подписан простой электронной подписью
Информация о владельце:
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Должность: Ректор
Дата подписания: 01.06.2026 10:42:05
Уникальный программный ключ:
ca953a0120d891083f939673078ef1a989dae18a

**Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA NAMED AFTER
PATRICE LUMUMBA
RUDN University**

Law Institute

Educational Division

COURSE SYLLABUS

Administrative Law

(Course title)

Recommended by the Didactic Council for the Education Field

40.03.01 Law

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

1. COURSE GOAL(s)

The main purpose is to give students knowledge of the basics of the theory of administrative law, its legal institutes, general and special parts of the course, to form students' knowledge of the main institutions of administrative law, the ownership of the state of the organization and the implementation of executive power, administrative and legal support of the rights and obligations of citizens, forms and methods of activity of executive authorities, as well as their preparation for practical activities.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Mastering the course is aimed at the Bachelor's students' formation of the following competencies (part of competencies):

Table 2.1. List of competences that students acquire through the course study

Competence Code	Competence descriptor	Competence formation indicators (within this course)
GC-2	Can specify the range of tasks within the goal and choose the best ways to complete them based on the current legal norms, available resources and restrictions.	GC-2.1. Identifies and formulates the solution to a problem directly related to achieving the project goal; GC-2.2. Identifies the connections between the tasks and the expected results of their completion; GC-2.3. Identifies the available resources, restrictions and the current legal norms based on the tasks given; GC-2.4. Develops and analyzes the project implementation schedule and chooses the best way to complete the tasks based on the current legal norms and the available resources and restrictions; GC-2.5. Controls the project implementation progress, adjusts the schedule according to the control results.
GPC-2	Can apply the norms of substantive and procedural law to solve professional problems.	GPC-2.3. Makes legally relevant decisions and formalizes them in strict accordance with the norms of substantive and procedural law.
GPC-3.	Can participate in legal review within the task.	GPC-3.1. Understands the nature and significance of legal review; GPC-3.2. Takes part in the legal review of regulatory acts and implementation of law, can do so to identify provisions that do not comply with the current legislation; GPC-3.3. Has mastered the skills to prepare documents on appointing and conducting the review, preparing expert reports and other documents.
GPC-4.	Can interpret legal norms in a professional way.	GPC-4.1. Understands the nature and significance of legal norms and their interpretation in the legal profession;

Competence Code	Competence descriptor	Competence formation indicators (within this course)
		GPC-4.2. Has mastered the skills to apply various methods of interpreting laws, identify conflicts of laws and gaps in legal regulation; GPC-4.3. Masters the skills of presenting the results of legal interpretation and using them in implementation of law.
GPC-7.	Can comply with the principles of legal ethics, doing so in terms of anti-corruption behavior standards.	GPC-7.1. Is ready to carry out professional duties in an honest way and good faith based on the principles of legality, impartiality and justice, with respect and dignity, protecting human and civil rights and freedoms ; GPC-7.2. Demonstrates a high level of personal and legal culture, maintains high levels of professional expertise and qualifications ; GPC-7.3. Identifies corruption risks, assesses and prevents corrupt behavior, develops and implements measures to identify and eliminate conflicts of interest.
GPC-8.	Can obtain relevant legal information in a purposeful and efficient way from various sources, including legal databases, to complete specific professional tasks using information technology and considering information security requirements.	GPC-8.1. Can obtain relevant legal information from various sources, including legal databases, processes and arranges it based on the goal ; GPC-8.2. Uses information technology to complete specific professional tasks ; GPC-8.3. Demonstrates the readiness to complete professional tasks while considering information security requirements.
PC-1.	Can draft regulatory acts, formulate legal norms for various levels of rulemaking and areas of professional activity.	PC-1.1. Identifies the societal need for legal regulations of public relations in a particular area as well as gaps and conflicts in the current legislation and has the tools to overcome and eliminate them; PC-1.2. Understands the nature and levels of rulemaking, identifies the stages and actors in the rulemaking procedure; PC-1.3. Identifies the role and competence of rulemaking procedure actors, assesses the legitimacy of their decisions and actions; PC-1.4. Demonstrates the knowledge of the fundamental legislative techniques used in developing regulatory acts; PC-1.5. Understands the importance of legal review of regulatory acts, is able to take part in it.
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

Competence Code	Competence descriptor	Competence formation indicators (within this course)
		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 refers to the variable component of (B1) block of the higher educational programme curriculum.

Within the higher education programme students also master other (modules) and / or internships that contribute to the achievement of the expected learning outcomes as results of the course study.

Table 3.1. The list of the higher education programme components/disciplines that contribute to the achievement of the expected learning outcomes as the course study results

Competence Code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
GC-2	Can specify the range of tasks within the goal and choose the best ways to complete them based on the current legal norms, available resources and restrictions.	Philosophy Theory of State and Law	Civil law Criminal Procedure and Forensic Science Financial Law and Tax Law
GPC-2	Can apply the norms of substantive and procedural law to solve professional problems.	History of Russian State and Law	Civil law Civil and Arbitration Procedure Financial Law and Tax Law International Public Law
GPC-3	Can participate in legal review within the task.		Civil and Arbitration Procedure Financial Law and Tax Law
GPC-4.	Can interpret legal norms in a professional way.	Philosophy of Law: Fundamental Course	Civil law Civil and Arbitration Procedure Criminal Procedure and Forensic Science Financial Law and Tax Law International Public Law
GPC-7.	Can comply with the principles of legal ethics, doing so in terms of anti-corruption behavior standards.	Philosophy Theory of State and Law	Civil and Arbitration Procedure Criminal Procedure and Forensic Science
GPC-8.	Can obtain relevant legal information in a purposeful and efficient way from	Information Technologies in Legal Practice (Fundamentals of Legal Tech)	Civil law Civil and Arbitration Procedure

Competence Code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
	various sources, including legal databases, to complete specific professional tasks using information technology and considering information security requirements.	Foundations of Rhetoric and Communication	Criminal Procedure and Forensic Science Financial Law and Tax Law Comparative Constitutional Law and Justice
PC-1.	Can draft regulatory acts, formulate legal norms for various levels of rulemaking and areas of professional activity.	Philosophy Theory of State and Law	Civil law Financial Law and Tax Law International Public Law
PC-2.	Can apply legal norms in specific legal areas and use them in the way prescribed by law	Philosophy Theory of State and Law	Civil law Civil and Arbitration Procedure Financial Law and Tax Law International Public Law

* - filled in based on the competency matrix

4. COURSE WORKLOAD AND ACADEMIC ACTIVITIES

1) The total workload of the course is 8 credits (288 academic hours)

*Table 4.1. Types of academic activities during the periods of higher education programme mastering (full-time training)**

Types of academic activities		Total, academic hours	Semesters / Training modules			
			5	6	7	8
<i>Contact academic hours</i>		64	18	16	14	16
Seminars (workshops/tutorials) (S)		64	18	16	14	16
<i>Self-studies</i>		103	30	22	35	16
<i>Evaluation and assessment (exam/passing/failing grade)</i>		57	6	18	9	24
Course Workload	academic hours	288	72	72	72	72
	credits	8	2	2	2	2

5. COURSE CONTENTS

Table 5.1. Course contents and academic activities types

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
1	Public administration and executive power	Topic 1.1. Administrative governance: concept, characteristics. Public governance, State governance, Local governance.	Correlation of the terms "Public administration" and "administrative authority" Approaches to the definition of the term "Public Administration"	LC S
		Topic 1.2. The influence of the functions and type of the state on the structure of the state apparatus. The functions of the state depend on the historical type of the state: slavery, feudalism, bourgeois state, socialist state. Identification of the characteristic features of the socialist state apparatus in the USSR and the directions of necessary reforms.	Consideration of the influence of various factors on the state apparatus and functions of the State	LC S
		Topic 1.3. Executive power in the system of separation of powers. Theories of the structure of the state apparatus according to S.L. Montesquieu and J.J.Rousseau. The problem of reflecting the functions of executive power in the theory of administrative law. Assessment of compliance with the law of the actual position of the executive branch in the system of separation of powers.	Consideration of the theory of separation of powers	LC S
2	The subject, method and system of administrative law of the Russian Federation	Topic 2.1. The subject of administrative law. The ratio of the range of objects of legal regulation covered by the branch of administrative law with the subject of financial, civil, constitutional and other branches of the Russian legal system. Internal and external departmental powers of the administrative authority.	The place and role of administrative law in the legal system of the Russian Federation	LC S
		Topic 2.2. The method of administrative law. Comparative characteristics of the methods of legal regulation: general legal, the method of ascending subordination by A.A.Demin, the administrative-legal	How does administrative law regulate public relations	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		method of authority and subordination, the civil-legal method, the collective-contractual method and the method of economic law by academician V.V.Laptev.		
		Topic 2.3. The system of administrative law. Substantive administrative law and administrative procedural law. The main legal institutions of administrative law. The general part, the special part of administrative law.	The structure of the discipline of administrative law	LC S
		Topic 2.4. Sources of administrative law. The source of law as an external form of expression of power. The content of the source of the law. The system of sources of administrative law.	Various forms of sources of administrative law, their relationship and hierarchy	LC S
		Topic 2.5. Principles of administrative law. Legality. Publicity. Consistency. K.S.Belsky's active citizenship.	Fundamental provisions of administrative law	LC S
3	Administrative Legal Norms and Administrative Legal Relations	Topic 3.1. Concept of an administrative legal norm. Structural elements of a legal norm: hypothesis, disposition, sanction. Problem of hierarchy of legal norms. Acts of application of law. Legal force of a legal norm.	Definition and structure of administrative law norms.	LC S
		Topic 3.2. Types of administrative legal norms. Criteria for classifying administrative legal norms by type: content, territorial scope, form of external expression.	Classification of administrative law norms.	LC S
		Topic 3.3. Concept of administrative legal relations. Problem of parties to an administrative legal relation, subject, object, subject matter. Vertical and horizontal administrative legal relations. Administrative legal relations of material and procedural nature.	Definition of administrative legal relations, their structure and classification.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Topic 3.4. Characteristics of administrative legal relations. Power-relation. Inequality of parties to an administrative legal relation. Mandatory party to an administrative legal relation. Initiative for the emergence of an administrative legal relation. Nature of liability in administrative legal relations.	Characteristic features of administrative legal relations.	LC S
		Topic 3.5. Composition of an administrative legal relation. Subject. Subjective element. Object. Objective element. System of legal connections in administrative legal relations	Structure of administrative legal relations.	LC S
4	Individual Subjects of Administrative Law	Topic 4.1. Concept of a subject of administrative law. Structure of the status of a subject of administrative law. Legal capacity. Capacity. Content of status and mechanism for realizing the status of a subject of administrative law.	Definition of a subject of administrative law. Its status.	LC S
		Topic 4.2. Types of individual subjects of administrative law. State and non-state subjects of administrative law. Citizens. Officials.	Classification of subjects of administrative law.	LC S
		Topic 4.3. Administrative legal status of the President of the Russian Federation. Forms of participation of the President of the Russian Federation in administrative legal relations. Appointment of officials. Legal status of the Administration of the President of the Russian Federation. The set of executive authorities whose activities are supervised by the President of the Russian Federation.	President, Administration of the President of the Russian Federation as subjects of administrative law.	LC S
		Topic 4.4. State employees. Classification. Official. State Service of the Russian Federation, state service of constituent entities of the Russian Federation, municipal	Administrative legal status of state employees.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		service. State civil service, military service, law enforcement service. Categories of civil service positions, groups, ranks, classes.		
		Topic 4.5. Administrative legal status of a citizen of the Russian Federation. Sources of legal regulation. Passport. Rights and obligations. Status of the population of the Russian Federation.	Citizen of the Russian Federation as a subject of administrative law.	LC S
		Topic 4.6. Administrative legal status of a foreign citizen and a stateless person. Grounds for the emergence of administrative legal relations involving a foreign citizen and a stateless person. Limitations on rights and obligations of foreign citizens and stateless persons. Specifics of administrative liability of foreign citizens and stateless persons.	Foreign citizen and stateless person as subjects of administrative law.	LC S
5	Collective Subjects of Administrative Law	Topic 5.1. Concept of an executive authority body. Problem of a public law legal entity. Characteristics of an executive authority body. Competence. Structure. Staff. System of executive authority bodies and other collective subjects of administrative law in the Russian Federation. State bodies. Public associations. Enterprises. Institutions. Foundations. Local self-government bodies.	Administrative legal status of an executive authority body, public law legal entity.	LC S
		Topic 5.2. Administrative legal status of the Government of the Russian Federation. Definition of the Government of the Russian Federation. Composition. Structure. General competence. Administrative powers. Liability. Bodies under the Government of the Russian Federation.	Government of the Russian Federation as a subject of administrative law.	LC S
		Topic 5.3. Administrative legal status of federal executive authorities. Classification of federal executive authorities: federal ministries, federal services, federal	Federal executive authorities as subjects of administrative law.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		agencies. Their administrative powers. Territorial bodies of federal executive authorities.		
		Topic 5.4. Administrative legal status of executive authorities of constituent entities of the Russian Federation. Sources of law regulating the status of executive authorities of constituent entities of the Russian Federation. Specifics of administrative legal relations of executive authorities of constituent entities of the Russian Federation with federal executive authorities. Officials of executive authorities of constituent entities of the Russian Federation, their administrative powers.	Executive authorities of constituent entities of the Russian Federation as subjects of administrative law.	LC S
		Topic 5.5. Administrative legal status of the administration of local self-government. Specifics of administrative legal relations involving local self-government bodies. Delegation of state powers to them.	Administration of local self-government as a subject of administrative law.	LC S
		Topic 5.6. Administrative legal status of public associations. Administrative legal status of political parties, trade unions, religious associations. Registration of public associations. Forms of state administrative-legal influence on public associations.	Public associations as subjects of administrative law.	LC S
		Topic 5.7. Administrative legal status of enterprises, institutions, foundations. Forms of state administrative-legal regulation of the activities of enterprises, institutions. Registration. Control. Supervision. Reporting. License revocation. Liquidation.	Enterprises, institutions and foundations as subjects of administrative law.	LC S
6	Administrative Acts	Topic 6.1. Concept of legal acts of administration. Distinction of administrative acts from other legal acts and actions in the legal system of the state. Legal facts.	Administrative acts as sources of law.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Topic 6.2. Types of administrative acts. Classification of administrative acts by legal properties, operation in space, time and with respect to persons. Unitary and collegial acts. Types of administrative acts that officials of executive authorities and other state bodies have the right to issue.	Classification of administrative acts	LC S
		Topic 6.3. Operation of administrative acts. Legal force of an administrative act. Sources of law regulating requirements for administrative acts and the procedure for their issuance. State standards for administrative documentation. Challengeable and void administrative acts.	Operation of administrative acts.	LC S
		Topic 6.4. Administrative law contract. Specifics of this form of implementation of competence by executive authorities. Advantages and disadvantages for parties to an administrative law contract.	Administrative status of an administrative law contract.	LC S
7	Liability under Administrative Law	Topic 7.1. Methods of influence of authoritative subjects of administrative law on managed subjects. Persuasion and coercion. Discussion on the relationship between economic and administrative methods of state activity. Legal types of persuasion in public administration.	Relationship between methods of persuasion and coercion.	LC S
		Topic 7.2. Types of administrative coercion. Measures to ensure proceedings in cases of administrative offenses. Administrative preventive measures. Measures of administrative suppression. Administrative penalties. Administrative restorative measures.	Detailed examination of the method of administrative coercion.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Topic 7.3. Concept of administrative liability. Object, subject, objective element, subjective element of administrative liability relations. Distinction of administrative liability from criminal, civil, disciplinary, constitutional and other types of legal liability.	Administrative legal liability	LC S
8	Proceedings in Cases of Administrative Offenses	Topic 8.1. Concept of administrative process and administrative proceedings. Distinction between material and procedural law. Distinction of administrative process from related types of procedural legal relations: civil, criminal, arbitration, constitutional.	Administrative process and administrative proceedings.	LC S
		Topic 8.2. Types of administrative proceedings. Classification of administrative proceedings by object of legal regulation. Departmental influence on the nature of administrative proceedings.	Classification of administrative proceedings.	LC S
		Topic 8.3. Proceedings in cases of administrative offenses. Code of the Russian Federation on Administrative Offenses. Subjects authorized to hear cases of administrative offenses. Stages of proceedings. Procedural documents.	Proceedings in cases of administrative offenses.	LC S
		Topic 8.4. Proceedings on citizens' appeals. Sources of legal regulation of citizens' appeals. Institutional and departmental procedure for their consideration	Procedure for considering citizens' appeals.	LC S
		Topic 8.5. Disciplinary proceedings. Specifics of proceedings in cases arising from public service relations. Resolution of conflicts of interest and individual service disputes in public service.	Disciplinary proceedings.	LC S
9	Ensuring the Regime of Legality in Public Administration	Topic 9.1. Concept of the regime of legality. Casuistic and normative methods of management. Relationship between the regime of legality and the concept of discipline. Elements of the regime of legality.	Regime of legality.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Topic 9.2. Means of ensuring legality of activities of state bodies and officials. Verification of implementation, control, supervision, inspection, their relationship.	Means of ensuring legality	LC S
		Topic 9.3. Types of control over legality of executive power activities. a) Control over the regime of legality exercised by the President of the Russian Federation; b) Control over the regime of legality by the legislative branch; c) Control over the regime of legality by the judicial branch. Constitutional Court of the Russian Federation, arbitration courts. d) Intra-departmental control over the regime of legality. Specifics of the activities of the legal service of a state body, institution, enterprise; e) Super-departmental control by federal services and their territorial bodies; f) General supervision of the procurator's office; g) Control by mass media and public associations; h) Citizens' appeals as a means of controlling the regime of legality; i) Activities of the Commissioner for Human Rights; j) Public Chamber.	Control over legality	LC S
10	Management in the Field of Industry	Topic 10.1. Principles, forms and methods of public administration of industry. Public administration and state regulation. Planned and market methods of industrial organization. Industrial structures, forms of ownership. Forms of legal connections. State programs. State order. State contract.	Public administration of industry.	LC S
		Topic 10.2. System of legal subjects in the field of public administration of industry. Sectoral and functional principles of building public administration bodies in industry. System of executive authorities in the field of industry. Territorial bodies of federal	Legal subjects in the field of public administration of industry.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		executive authorities. State corporations. State unitary enterprises. State institutions. Stock exchange and commodity exchange. Chamber of Commerce and Industry. Business entities.		
		Topic 10.3. Administrative powers of public administration bodies in industry and business activities. Rule-making. Licensing. Permissive system. Standardization. Control and supervision. Application of administrative penalties. Statistics. Reporting.	Administrative powers of public administration bodies in industry and business activities.	LC S
11	Management in the Field of Finance	Topic 11.1. Principles, forms and methods of public administration in the field of finance. Sources of legal regulation. Budget. Investments. Banking law. Insurance. Tax law.	Public administration in the field of finance.	LC S
		Topic 11.2. System of legal subjects in the field of public administration of finance. State federal bodies executive authorities in the field of finance. Central Bank. Stock exchange. Non-bank credit organizations. Foundations	Subjects of public administration in the field of finance.	LC S
		Topic 11.3. Administrative powers of public administration bodies in the field of finance. Rule-making. Licensing. Permissive system. Standardization. Control and supervision. Types of administrative penalties in the field of finance, taxes and levies, securities market and procedure for their application. Statistics. Reporting.	Powers of public administration in the field of finance.	LC S
12	Management in the Field of Agriculture	Topic 12.1. Principles, forms and methods of public administration in the field of agriculture. Main agricultural structures in the Russian Federation. Status of land, land cadastre. Land management. Specifics of financing agriculture, leasing. Specifics of agricultural workers' labor. Contracting agreement.	Public administration in the field of agriculture.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
13		Topic 12.2. System of legal subjects in the field of public administration of finance. Federal executive authorities in the field of agriculture. Executive authorities of constituent entities of the Russian Federation. Territorial executive authorities. Local self-government bodies in the field of agricultural production. Centrosoyuz. Administrative legal status of a peasant (farm) enterprise.	Subjects of public administration in the field of agriculture.	LC S
		Topic 12.3. Administrative powers of bodies public administration in the field of finance. Licensing. Registration. Technical regulation. Powers of control and supervision bodies in agriculture: Rosselkhoznadzor, Rospotrebnadzor, Roszdravnadzor, Rosprirodnadzor, Rostekhnadzor, Rosvodresursy, Rosnedra and others. System of administrative penalties in agriculture under the Code of the Russian Federation on Administrative Offenses.	Powers of public administration in the field of agriculture.	LC S
	Management in the Field of Education and Science	Topic 13.1. Principles, forms and methods of public administration in the field of education. Sources of legal regulation. State standards. Bologna process. Forms of ownership in education. Departmental education.	Public administration in the field of education.	LC S
		Topic 13.2. System of legal subjects in the field of public administration of education and science. Federal education authorities, education authorities of constituent entities of the Russian Federation, municipal authorities. Administrative legal status of a teacher and a student. Administrative legal status of the Russian Academy of Sciences.	Subjects of public administration in the field of education.	LC S
		Topic 13.3. Administrative powers of public administration bodies in the field of education and	Powers of public administration in the field of education.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		science. Licensing, attestation and accreditation of educational institutions.		
		Topic 13.4. Training of highly qualified personnel. System of academic degrees and academic titles. Higher Attestation Commission. Dissertation councils.	Training of highly qualified personnel.	LC S
14	Management in the Field of Healthcare and Social Development	Topic 14.1. Principles, forms and methods of public administration in the field of healthcare and social development. Forms of ownership in healthcare. Sources of legal regulation. State pharmacopoeia.	Public administration in the field of healthcare and social development.	LC S
		Topic 14.2. System of legal subjects in the field of public administration in healthcare and social development. Federal executive authorities, authorities of constituent entities of the Russian Federation, municipal bodies and departmental medicine management bodies. Compulsory Medical Insurance Fund. Administrative legal status of a physician, a pharmacist.	Subjects of public administration in the field of healthcare and social development.	LC S
		Topic 14.3. Administrative powers of public administration bodies in the field of healthcare and social development. Licensing. SanPiNs, maximum permissible emissions and maximum permissible concentrations. System of administrative penalties for administrative offenses infringing on health, sanitary-epidemiological well-being of the population and public morality under the Code of the Russian Federation on Administrative Offenses.	Powers of public administration in the field of healthcare and social development.	LC S
15	Management in the Field of Defense	Topic 15.1. Principles, forms and methods of public administration in the field of defense. General arming of the people and professional army. Mercenarism and universal military obligation. Unity of command.	Public administration in the field of defense.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Political character of the army. Sources of legal regulation in the field of defense. Military doctrine.		
		Topic 15.2. System of legal subjects in the field of public administration of defense. Specifics of administrative subordination of federal executive authorities in the field of defense. Ministry of Defense of the Russian Federation and the General Staff. Territorial administration bodies in the field of defense. Military districts. Garrisons. Administrative legal status of a military unit. Administrative legal status of a serviceman. Military service. Insurance of servicemen.	Subjects of public administration in the field of defense.	LC S
		Topic 15.3. Administrative powers of public administration bodies in the field of defense. Military registration. Military commissariats. Draft boards. Administrative penalties for administrative offenses in the field of military registration under the Code of the Russian Federation on Administrative Offenses.	Powers of public administration in the field of defense.	LC S
16	Management in the Field of State Security	Topic 16.1. Principles, forms and methods of public administration in the field of protection and safeguarding of the state border. Sources of legal regulation. Status of the state border. Border regime. Border control regime. Regime at the border crossing point. State secret.	Public administration in the field of state security.	LC S
		Topic 16.2. System of legal subjects in the field of public administration of protection and safeguarding of the state border. Federal executive authorities in the field of state border protection. Administrative legal status of the Cossacks. Regional border administrations for federal districts, for constituent entities of the Russian Federation (by direction). Powers of troops of military districts, fleets, flotillas and other troops and	Subjects of public administration in the field of state security.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		military formations in the field of state border protection. Border representatives (border commissioners).		
		Topic 16.3. Administrative powers of public administration bodies in the field of state border protection. External quarantine. Specifics of administrative liability in the field of the state border under the Code of the Russian Federation on Administrative Offenses.	Powers of public administration in the field of state security.	LC S
17	Management of Internal Affairs	Topic 17.1. Principles, forms and methods of public administration in the field of internal affairs. Criminal police and public safety police. Dual subordination. Passport and registration systems. Permissive system.	Public administration in the field of internal affairs.	LC S
		Topic 17.2. System of legal subjects in the field of public administration of internal affairs. Federal executive authorities in the field of internal affairs. Specifics of public service in internal affairs bodies. District police commissioner.	Subjects of public administration in the field of internal affairs.	LC S
		Topic 17.3. Administrative powers of public administration bodies in the field of internal affairs. Administrative supervision by the police. Powers of internal affairs bodies under the Code of the Russian Federation on Administrative Offenses.	Powers of public administration in the field of internal affairs.	LC S
18	Administrative Reform in the Russian Federation	Topic 18.1. Causes and conditions for carrying out administrative reform in the Russian Federation.	Prerequisites for administrative reform.	LC S
		Topic 18.2. Main postulates of administrative reform.	Content of administrative reform.	LC S

Section number	Course module title	Course module contents (topics)	Topics contents	Academic activities types
		Topic 18.3. Results of administrative reform in the field of organization of the state apparatus in the Russian Federation.	Outcomes of administrative reform.	LC 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	A lecture hall for lecture-type classes, equipped with a set of specialised furniture; board (screen) and technical means of multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi
Lab work	A classroom for laboratory work, individual consultations, current and mid-term assessment; equipped with a set of specialised furniture and machinery.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi
Seminar	A classroom for conducting seminars, group and individual consultations, current and mid-term assessment; equipped with a set of specialised furniture and technical means for multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi, specialized software: Trados
Computer Lab	A classroom for conducting classes, group and individual consultations, current and mid-term assessment, equipped with personal computers (in the amount of 30 pcs), a board (screen) and technical means of multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi
Self-studies	A classroom for independent work of students (can be used for seminars and consultations), equipped with a set of specialised furniture and computers with access to the electronic information and educational environment.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi

* - It is necessary to specify a classroom for self-study of students

7. RESOURCES RECOMMENDED FOR COURSE STUDY

Main readings:

1. Administrative Law in Diagrams: Textbook and Workshop for Universities / edited by A. I. Stakhov, P. I. Kononov. — 4th ed., revised and expanded. — Moscow: Yurayt Publishing House, 2026. — 501 p. — (Higher Education). — ISBN 978-5-534-18925-4. — Text: electronic // Yurayt Educational Platform [website]. — URL: <https://urait.ru/bcode/583661>
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3. Popova, N. F. Administrative-Legal Regulation of Financial and Economic Activity: Textbook for Universities / N. F. Popova. — 2nd ed., revised and expanded. — Moscow: Yurayt Publishing House, 2026. — 158 p. — (Higher Education). — ISBN 978-5-534-15838-0. — Text: electronic // Yurayt Educational Platform [website]. — URL: <https://urait.ru/bcode/583628>
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5. Hilaire Barnett. Constitutional and administrative law. Fourth Edition. 2002.
6. William F. Funk, Richard H. Seamon. Administrative Law (Examples & Explanations Series) 6th Edition. ASPEN Publishing. 2019.

Additional readings:

1. Sinchinov N.N., Pavlov N.V. The formation of soviet administrative law: features and management issues (1918-1921) // Epomen. Global. 2022. № 27. C. 178-185.
2. Zyryanov S.M. The place of administrative responsibility in russian law // The topical issues of public law. 2013. № 9 (21). C. 66-77.
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5. Umanskaya V.P. Improvement of law-making powers of executive authorities in the conditions of administrative reform // The topical issues of public law. 2013. № 7 (19). C. 53-59. P Pobezhimova N.I. International administrative law and its place in the system of russian law // The topical issues of public law. 2013. № 8 (20). C. 60-68.
6. Implementation of International Anti-Corruption Standards in Laws and Legal Practices of the Russian Federation. // Law, Crime and Law Enforcement. New York, 2020.
7. Kuyanova A.V. Administrative arrest: prospective lines of improvement the legal regulation // The topical issues of public law. 2015. №4. Pp.46-52.
8. Vasil'eva A.F. Administrative procedures for the execution of individual legal acts of public administration // The topical issues of public law. 2015. №4.
9. Barzel Y (2002) A theory of the state. Economic rights, legal rights, and the scope of the state. Cambridge University Press, Cambridge
10. Matthias Ruffert, Sebastian Steinecke. The Global Administrative Law of Science. 2011.
11. Backes, C., Eliantonio, M. (2017). Administrative Law. In: Hage, J., Waltermann, A., Akkermans, B. (eds) Introduction to Law. Springer, Cham. https://doi.org/10.1007/978-3-319-57252-9_9.

12. Schotel, B. Administrative Law as a Dual State. Authoritarian Elements of Administrative Law. Hague J Rule Law 13, 195–222 (2021). <https://doi.org/10.1007/s40803-021-00156-4>.

Internet sources:

1. Electronic libraries with access for RUDN students
 - RUDN Electronic library system <http://lib.rudn.ru/MegaPro/Web>
 - Electronic library system «University Library online» <http://www.biblioclub.ru>
 - Electronic Library «URAIT» <http://www.biblio-online.ru>
 - Electronic library system «Student. Consultant» www.studentlibrary.ru
 - Electronic library system «Lan» <http://e.lanbook.com/>
 - Electronic library system "Troitskiy most"
2. Justice on GOV.UK. 86th Update to the Civil Procedure Rules // <https://www.justice.gov.uk/courts/procedure-rules/civil>
3. Courts and Tribunals judiciary. The Structure of the Courts // <https://www.judiciary.gov.uk/wp-content/uploads/2012/08/courts-structure-0715.pdf>
4. La Cour de cassation // <https://www.courdecassation.fr/> Zivilprozessordnung. <http://www.gesetze-im-internet.de/zpo/index.html>
5. Wikipedia // Dispute Resolution // https://en.wikipedia.org/wiki/Dispute_resolution
Dispute Resolution Processes // American Bar Association //
6. Dispute Resolution// This guide is based on UK law // <http://www.out-law.com/page-420>
7. Litigation and enforcement in UK (England and Wales): overview. <http://uk.practicallaw.com/7-502-0631>
8. The European e-Justice Portal - <https://e-justice.europa.eu/home>.

2. Databases and search engines:

- Electronic Legal and Regulatory Documentation Fund <http://docs.cntd.ru/>
- Search system Yandex <https://www.yandex.ru/>
- Search system Google <https://www.google.ru/>
- SCOPUS <http://www.elsevierscience.ru/products/scopus/>

*Training toolkit for self- studies to master the course *:*

* 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).

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