

Course Description Form

1. Course Name:	
Principles and provisions of administrative law	
2. Course Code:	
L/AD202	
3. Semester / Year:	
Yearly system	
4. Description Preparation Date:	
Presence	
5. Available Attendance Forms:	
12-12-2025	
6. Number of Credit Hours (Total) / Number of Units (Total)	
3	
7. Course administrator's name (mention all, if more than one name)	
Name: Dr. Basim Mohsen Nayyef Email: basim.mohsan@mu.edu.iq	
8. Course Objectives	
Course Objectives	1– That the student knows the concept of principles and provisions of administrative law and the most important theories of administrative law. 2– That the student knows the most prominent contents and concepts of principles and provisions of administrative law 3– The student should know the administration's activities and goals 4– The student should understand that administrative law is part of public law and has a relationship with all other branches of law. 5– The student should know the laws governing public office. 6– The student should know the laws that govern the public employee's disciplinary rights, and duties. 7– That the student knows the laws applied in the local administration under decentralized administrative system, and other laws and procedures related to general administration of the state and its institutions. 8– Study Iraqi legislation, especially what relates to the National Safety (Emergency Law).
9. Teaching and Learning Strategies	
Strategy	Organized curricula and study steps of procedures to achieve the

general goal of the Administrative Law subject, in addition to the applicable laws to simplify each subject of the curriculum.

- Using the analytical method to solve problems and employing legal facts realistically.
- Adopting cooperative learning.
- Discussing judicial rulings and decisions related to the administrative matter.
- Use the blackboard and pen to illustrate the lesson.
- Receive feedback after the end of the lecture and measure the extent to which the specific goal for each lesson has been achieved.
- Taking into account the time and dividing it into behavioral objectives that are set at the beginning of each lesson.
- Adopting facilitation methods, including assigning homework.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
the first	3	Cognitive field, Skilled and Emotional	Definition of administrative law	Lecture, questions and discussion	Discussion
the second	3	Cognitive field, Skilled and Emotional	Characteristics administrative law	Lecture, questions and discussion	the exam Daily
the third	3	Cognitive field, Skilled and Emotional	Sources of administrative law	Lecture, questions and discussion	Intellectual questions
The fourth	3	Cognitive field, Skilled and Emotional	Administrative relationship	Lecture, questions and discussion	Rapid tests
Fifth	3	Cognitive field, Skilled and Emotional	Administrative regulation	Lecture, questions and discussion	Questions and discussion
Sixth	3	Cognitive field, Skilled and Emotional	Legal personality	Lecture, questions and discussion	Lecture and intellectual questions
Seventh	3	Cognitive field, Skilled and Emotional	Centralization decentralization	Lecture, questions and discussion	

Eight	3	Cognitive field, Skilled and Emotional	Decentralized applications Administrative contro	Lecture, questions and discussion	Discussion
Ninth	3	Cognitive field, Skilled and Emotional	rulings and elements	Lecture, questions and discussion	the exam Daily
The tenth	3	Cognitive field, Skilled and Emotional	Public utility	Lecture, questions and discussion	Intellectual questions
Eleventh	3	Cognitive field, Skilled and Emotional	Its elements Its principles	Lecture, questions and discussion	Rapid tests
Twelveth	3	Cognitive field, Skilled and Emotional	Methods of management	Lecture, questions and discussion	Questions and discussion
Thirteenth	3	Cognitive field, Skilled and Emotional	Its applications	Lecture, questions and discussion	Lecture and intellectual questions
Fourteenth	3	Cognitive field, Skilled and Emotional	Principles	Lecture, questions and discussion	Discussion
Fifteenth	3	Exam		Lecture, questions and discussion	Exam
Holiday		Holiday	Holiday	Holiday	Holiday
Sixteen	3	Cognitive field, Skilled and Emotional	Public function	Lecture, questions and discussion	Discussion
Seventeenth	3	Cognitive field, Skilled and Emotional	Its definitions	Lecture, questions and discussion	the exam Daily
Eighteen	3	Cognitive field, Skilled and Emotional	Appointment methods	Lecture, questions and discussion	Intellectual questions
Nineteenth	3	Cognitive field, Skilled and	Employee rights	Lecture, questions and discussion	Rapid tests

		Emotional			
The twenties	3	Cognitive field, Skilled and Emotional	Employee duties	Lecture, questions and discussion	Questions and discussion
Twenty- one	3	Cognitive field, Skilled and Emotional	Functional penalties	Lecture, questions and discussion	Lecture and intellectual questions
Twenty- two	3	Cognitive field, Skilled and Emotional	Administrative decision - definition importance - types	Lecture, questions and discussion	
Twenty-three	3	Cognitive field, Skilled and Emotional	-characteristics and conditions administrative decision	Lecture, questions and discussion	Discussion
Twenty-four	3	Cognitive field, Skilled and Emotional	Methods of appealing administrative decision	Lecture, questions and discussion	the exam Daily
Twenty- five	3	Cognitive field, Skilled and Emotional	Administrative contract Tariff, .	Lecture, questions and discussion	Intellectual questions
Twenty- six	3	Cognitive field, Skilled and Emotional	Its types characteristics Methods of its	Lecture, questions and discussion	Rapid tests
Twenty -seven	3	Cognitive field, Skilled and Emotional	implementation and expiration	Lecture, questions and discussion	Questions and discussion
Twenty-eight	3	Cognitive field, Skilled and Emotional	Public funds	Lecture, questions and discussion	Lecture and intellectual questions
Twenty-nine	3	Cognitive field, Skilled and Emotional	Provision of Public funds	Lecture, questions and discussion	Discussion
Thirty	3	Cognitive field	Exim		Exam

11. Course Evaluation

(15) marks for each semester exam (two semesters = 30 marks), (10) marks for the daily exam, and (60) marks for the final exam, total = 100 marks.

12. Learning and Teaching Resources

Required textbooks (curriculum books, if any)	Principles and provisions of administrative law Author Name: Dr. Ali Muhammad Badir , Dr. Essam Abdel Wahab Al-Barzanji, Dr. Mahdi Yassin Al-Salami
Main references (sources)	1- Civil Service Law No. 24 of 1960, amended 2- State and Public Sector Employees Discipline Law No. 14 of 1991, amended 3- Law of Governorates Not Organized in a Region No. 21 of 2008, as amended 4- Governorate Council Elections Law No. 12 of 2018, amended
Recommended books and references (scientific journals, reports...)	1- Administrative Law / Dr. Majed Ragheb Al-Helou 2- The mediator in administrative law / Dr. Maher Saleh Allaw 3- Administrative Law/ Dr. Abdul Ghani Bassiouni
Electronic References, Websites	https://iqdr.iq/search?type=reg https://daralthaqafa.com/Item.aspx https://mobt3ath.com/dets.php?page