**SYLLABUS**

**regarding the qualification cycle 2023/2024**

1. Basic Course/Module Information

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| Course/Module title | *Civil procedure* |
| Course/Module code \* | *PRP32* |
| Faculty (name of the unit offering the field of study) | *Institute of Legal Studies, College of Social Sciences* |
| Name of the unit running the course | *Department of Civil Procedure* |
| Field of study | *Law* |
| Qualification level | *Master’s degree* |
| Profile | *Academic* |
| Study mode | *Full-time studies* |
| Year and semester of studies | *IV year, VII semester* |
| Course type | *Obligatory* |
| Language of instruction | *English* |
| Coordinator | *dr hab. Anna Kościółek, prof. UR* |
| Course instructor | *dr hab. Anna Kościółek, prof. UR* |

\* - as agreed at the faculty

1.1.Learning format – number of hours and ECTS credits

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Semester  (n0.) | Lectures | Classes | Colloquia | Lab classes | Seminars | Practical classes | Internships | others | **ECTS credits** |
| VII |  | 30h |  |  |  |  |  |  | 5 |

1.2. Course delivery methods

- conducted in a traditional way

- involving distance education methods and techniques

1.3. Course/Module assessment (exam, pass with a grade, pass without a grade)

Classes - pass with a grade based on individual project and presentation on a given topic

2. Prerequisites

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| The knowledge of some subjects preceding the course of civil procedure shall be acquired, including especially civil law. |

3. Objectives, Learning Outcomes, Course Content, and Instructional Methods

3.1. Course/Module objectives

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| O1 | Student is to become familiar with fundamental institutions of the Polish civil procedure. |
| O2 | Student is to understand the nature of hearing civil cases in Poland, in both litigious and non-litigious proceedings. |
| O3 | Student is to recognize and identify persons and organs participating in the proceedings and their ability to undertake actions. |

3.2. Course/Module Learning Outcomes (to be completed by the coordinator)

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| --- | --- | --- |
| Learning Outcome | The description of the learning outcome  defined for the course/module | Relation to the degree programme outcomes |
| LO-01 | numerates the sources of civil procedure law | K\_W01,  K\_W03 |
| LO-o2 | lists the types of litigious and non-litigious proceedings | K\_W02,  K\_W07 |
| LO-o3 | defines legal institutions in the field of civil procedure | K\_W06 |
| LO-o4 | knows the content of legal regulations concerning civil proceedings | K\_W02 |
| LO-o5 | uses sources of law, case law and specialist literature | K\_U12,  K\_U13 |
| LO-o6 | characterizes the features and properties of individual institutions of civil proceedings | K\_U01,  K\_U15 |
| LO-o7 | indicates similarities and differences between different types of civil proceedings | K\_U02,  K\_U03,  K\_U06 |
| LO-o8 | uses individual legal institutions in practice | K\_U04 |
| LO-o9 | prepares pleadings regarding individual cases | K\_U09,  K\_U05 |
| LO-10 | organizes the course of proceedings in a given case, selects evidence for individual factual statements | K\_U12,  K\_U13,  K\_U05 |
| LO-11 | designs a decission for a given case | K\_U09 |
| LO-12 | ensures compliance with legal regulations | K\_K04 |
| LO-13 | Is aware of the validity and importance of legal regulations in individual areas of everyday life | K\_K06 |
| LO-14 | Is aware of the legal, ethical and moral consequences of violating applicable regulations | K\_K04,  K\_K05 |
| LO-15 | has the ability to asses judicial decisions | K\_K08, |
| LO-16 | has the ability to express judgments regarding the need for legislative changes, has activity in independent expression and justification of its opinions | K\_K01 |

**3.3. Course content (to be completed by the coordinator)**

1. Lectures

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| Content outline |
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1. Classes, tutorials/seminars, colloquia, laboratories, practical classes

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| Content outline |
| Sources of Polish civil proceedings law. |
| Fundamental rules of civil proceedings. |
| Regulation of issues concerning international civil proceedings. |
| Examination of civil cases - lawsuit |
| Person and organs participating in the proceedings. |
| Civil actions. Instigation of the proceeding and its effects. |
| Hearing of evidence. |
| Decisions. |
| Measures of appeal. |
| Examination of civil cases – non-litigious proceedings |
| Proceedings to secure claims. |
| Execution proceedings. |
| Settling disputes by arbitration. |
| Mediation. |

3.4. Methods of Instruction

*Classes: text analysis and discussion/project work (research project, implementation project, practical project)/ group work (problem solving, case study, discussion)/didactic games/ distance learning*

4. Assessment techniques and criteria

4.1 Methods of evaluating learning outcomes

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| Learning outcome | Methods of assessment of learning outcomes (e.g. test, oral exam, written exam, project, report, observation during classes) | Learning format (lectures, classes,…) |
| LO-01 | project, presentation, discussion | S |
| LO-o2 | project, presentation, discussion | S |
| LO-o3 | project, presentation, discussion | S |
| LO-o4 | project, presentation, discussion | S |
| LO-o5 | project, presentation, discussion | S |
| LO-o6 | project, presentation, discussion | S |
| LO-o7 | project, presentation, discussion | S |
| LO-o8 | case studies, discussion | S |
| LO-o9 | case studies, discussion | S |
| LO-10 | project, presentation, discussion | S |
| LO-11 | case studies, discussion | S |
| LO-12 | project, presentation, discussion | S |
| LO-13 | project, presentation, discussion | S |
| LO-14 | project, presentation, discussion | S |
| LO-15 | project, presentation, discussion | S |
| LO-16 | project, presentation, discussion | S |

4.2 Course assessment criteria

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| Tutorials – attendance at seminars and evaluation of the prepared presentation combined with discussion regarding its scope. Positive assessment requires min. 50% of correct answers to questions regarding the presentation and a minimum of satisfactory evaluation of the content of the project. |

5. Total student workload needed to achieve the intended learning outcomes

– number of hours and ECTS credits

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| --- | --- |
| Activity | Number of hours |
| Scheduled course contact hours | 30 |
| Other contact hours involving the teacher (consultation hours, examinations) | 30 |
| Non-contact hours - student's own work (preparation for classes or examinations, projects, etc.) | 65 |
| Total number of hours | 125 |
| Total number of ECTS credits | 5 |

\* One ECTS point corresponds to 25-30 hours of total student workload

6. Internships related to the course/module

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| Number of hours | - |
| Internship regulations and procedures | - |

7. Instructional materials

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| Compulsory literature:  1. W. Dajczak, A. Szwarc, P. Wiliński, Handbook of Polish Law, Warszawa 2011;  2. The Code of Civil Procedure. Presentations, Warszawa 2011; |
| Complementary literature:  1. K. Zweigert, H. Köthz, An introduction to comparative law, Oxford 1998;  2. S. Frankowski (red.), Introduction to Polish law, Warszawa 2005; |

Approved by the Head of the Department or an authorised person