

Building Law and Administration

2024/25. 1. SEMESTER

| ALAPADATOK | | | |
|--|---|------------------------------------|-----------------------------|
| COURSE NAME | Building law and administraton | | build. admin. |
| COURSE CODE(S) | YAWBLAAMNF | | |
| DEPARTMENT | Óbuda University Ybl Miklós Faculty of Architecture and Civil Engineering, Institute of Architecture | | |
| PROGRAMME, TRAINING | Architecture MSc, SH and Erasmus course | | full time |
| INSTRUCTORS, LECTURERS | Dr. Putnoki Zsuzsanna | putnoki.zsuzsanna@ybl.uni-obuda.hu | office hours by arrangement |
| PRE-REQUIREMENT | none | | |
| HOURS OF LECTURES (WEEKLY) | 2 hours (90 min.) | | |
| HOURS OF CLASSROOM PRACTICE/ LAB EXERCISE (WEEKLY) | none | | |
| FIELD AND TRAINING (WEEKLY) | 0 hours | | |
| ASSIGNMENT | exam | | |
| CREDITS | 2 credits (ECTS) | | |
| AIM OF THE COURSE, BRIEF DESCRIPTION | The general aim is to provide the students with some basic knowledge of building law and administration. The curriculum includes the foundations of civil law and public administration, the legal concept of real estate, the players of the development process, and the role and place of public administration. There is a special attention to information on statutory administration procedures and services through practical examples and exercises. | | |
| RECOMMENDED LITERATURE | <ul style="list-style-type: none"> National Legislation Database – Translated legislation, njt.hu europa.eu – as the EU’s official website (available in 24 languages) Óbuda University’s e-learning system: power points, presentations, videos. | | |
| REQUIRED TECHNICAL APPLIANCES/ SOFTWARE | The use of mobile phones or any electronical device is prohibited during the examinations. Contact: Neptun and E-mail. Education materials: According to E-learning | | |

| WEEK | LECTURE | LECTURER | FORM OF PRACTICE |
|------|--|-----------------------|------------------|
| 1 | Basics of law I. State, nation and sovereignty. | Dr. Putnoki Zsuzsanna | lecture |
| 2 | Basics of law II. Sovereign and subject. Human rights. | Dr. Putnoki Zsuzsanna | lecture |
| 3 | Basics of law III. Social norms and rules, law. Natural law. | Dr. Putnoki Zsuzsanna | lecture |
| 4 | Basics of law IV. legal entity, natural personality, legal capacity etc | Dr. Putnoki Zsuzsanna | lecture |
| 5 | Basics of law V. Categories and foundations of law | Dr. Putnoki Zsuzsanna | lecture |
| 6 | Basics of law VI. Sources of law, legislative power.. | Dr. Putnoki Zsuzsanna | lecture |
| 7 | Basics of law VII. Priority of law. Legal system. | Dr. Putnoki Zsuzsanna | lecture |
| 8 | Basic properties and roles of public administration I. Administrative law. | Dr. Putnoki Zsuzsanna | lecture |
| 9 | Basic properties and roles of public administration II. Definotons, Administrative cases, authority, parties. | Dr. Putnoki Zsuzsanna | lecture |
| 10 | Basic properties and roles of public administration III. material and territorial competences, general rules of process. | Dr. Putnoki Zsuzsanna | lecture |

ÓU YBL MIKLÓS FACULTY OF ARCHITECTURE AND CIVIL ENGINEERING - COURSE SCHEDULE

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|----|---|-----------------------|---------|
| 11 | Basic properties and roles of public administration IV. Process I: application, types of procedures. rejection and termination, | Dr. Putnoki Zsuzsanna | lecture |
| 12 | Basic properties and roles of public administration V. Process II.: time limits, excuses, documents. Basic properties and roles of public administration VI. Process III.: decision of the authority, legal remedy. Pre-exam. | Dr. Putnoki Zsuzsanna | lecture |

REQUIREMENTS FOR THE COMPLETION OF THE SEMESTER

MID-SEMESTER TASKS AND TESTS

| Requirement | Description | Value (point, %, grade) |
|---|---|----------------------------|
| PARTICIPATION AT LESSONS | see § 46 ETVSZ | - |
| IN CASE OF ABSENCE FROM LESSONS AND EXAMINATIONS | Absence is considered to be justified with a medical certificate presented. | - |
| Short description of the TASKS | The students have some basic knowledge of law and administration. They able to use their knowledge In everyday legal procedures and specialized in administrative process which is important in building law. | |
| Pre-exam / exam | At the end of the semester, final written test which is pre-exam. If you failed the test you can take an exam in the exam period. If your test was succesfull you can get an offered mark. | 10 point / 100% |
| TOTAL | | 10 points / 100% |

SEMESTER CLOSING REQUIREMENTS

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|---|---|----------|------------------|----------|---------------|
| CONDITIONS FOR OBTAINING A SIGNATURE | Part of the pre-exam or signature retake exam. | | | | |
| SEMESTER TEST GRADE | 0-5 Point | 6 Point | 7 Point | 8 Point | 9-10 Point |
| | 1 - FAIL | 2 - PASS | 3 - SATISFACTORY | 4 - GOOD | 5 - EXCELLENT |
| SIGNATURE RETAKE EXAM | First week of the exam period | | | | |
| CONDITIONS FOR ADMISSION TO THE EXAM | The use of mobile phones or any electrical device is prohibited during the examinations. The students who have already done the pre-exam, will have the signature, who reach 6 or more points will get offered mark. If you not have offered mark you will have exam in the exam time period, the student has to register for the exam in the Neptun. The test is a 15-minute written test with 5 question and a total value of 10 points. | | | | |
| EXAM GRADE | 0-5 Point | 6 Point | 7 Point | 8 Point | 9-10 Point |
| | 1 - FAIL | 2 - PASS | 3 - SATISFACTORY | 4 - GOOD | 5 - EXCELLENT |