

DESCRIPTION OF EDUCATIONAL EFFECTS
After completing the B.A. course at the faculty of <i>Administration</i> the graduate:
possesses general knowledge of the status of legal sciences, in particular in the area of administration, compared to other social sciences, knows the development trends of legal and administration sciences and their current divisions
possesses elementary knowledge of the basics terms used by legal jurisprudence, the processes of creating, interpretation and applying law as well as law sources and their relationships
possesses general knowledge about the system, structures and functioning of state and other entities of social life which are regulated by law
knows the elementary relationships and way of functioning of public institutions at the national and international level as well as basic relationships between different legal and political systems
possesses general interdisciplinary knowledge about society, especially from the humanistic and ethical perspective, which is necessary to understand the functioning of administration
has basic knowledge about the individual, his/her rights and obligations towards other individuals and state bodies
knows the basic methods and tools needed to obtain, process and use data and information on the law and functioning of administration
knows the sources of law, main institutions of international and European law, understands their specificity and role in the international community and the country's rule of law
possesses general knowledge in the sphere of the regulations of material law and procedural law in the area necessary for functioning of administration
knows and understands the specificity of state's financial management and the principles of financial law
possesses general knowledge about the shaping of administrative systems as well as the changes in the structure of their entities and law institution in historical perspective
knows and understands notions in the area of civilian law, industrial property law and copyright law
possesses general knowledge in the area of economics, finances and management allowing him/her to make basic economic decisions at the micro- and macroeconomic level, including knowledge necessary to set up and run a business; knows the public conditions of entrepreneurship development
is able to carry out observations, analysis and interpretation of social phenomena ( legal, cultural, economic)
is able to correctly use basic terms from the area of law, administration and economics
is able to make use of and correctly apply basic knowledge in the area of law and administration sciences, economics, statistics and demographics as well as obtain data needed in order to be able to make efficient decisions in the area of administration including the application of law in individual cases
is able to analyse historical, political, economic and social causes as well as the the course of concrete processes and social phenomena in the area of law, especially in the sphere of public administration
is able to analyse and interpret law and academic publications; is able to use the verdicts of country's and international courts to solve particular problems which appear while applying legal rules; is able to predict the course of their solving and the effects of planned activities
is able to use in a correct way the norms of generally applicable law and internal law for determining the way of functioning of public administration
is able to use knowledge acquired in the areas of law and administration sciences and ethics for analysing and solving professional problems in accordance with legal rules

is able to carry out critical analysis of the ways of solving problems related to functioning of administration and suggest proposals of his/her own solutions in the area; is able to create local and internal legal regulations
possesses the skill of professional argumentation, drawing conclusions and making independent verdicts related to the application of of legal regulations
is able to produce written texts (e.g. opinions, expert analysis, academic publications) in their area of his/her profession as well as official letters (administrative decisions, court letters) in Polish and a foreign language making use of professional scope (doctrine and verdicts) in the area of administration sciences and using other sources
is able to give public talks on the topics within his/her professional area in Polish and a foreign language with the use of professional tools proper for the science of administration and using various sources
knows a foreign language at the B2 level of the Common European Framework of Reference for Languages
can make use of basic computer software to solve problems which appear at work
is able to improve and complement his/her knowledge and skills acquired so far; understands the need for constant learning,
is ready to participate actively in the work of groups, organisations and institutions implementing tasks in the area of administration and to take on different roles in them; he/she is also able to communicate with persons who are and are not specialist in a given area
is able to determine properly the priorities which serve the implementation of defined tasks
is able to identify correctly and solve dilemmas resulting from professional work following the legal and ethical rules
is able to participate in social, (political, economic and civic) projects, while taking into consideration the legal, economic and political aspects
is able to complement professional qualifications, improve knowledge and skills in the area of public administration functioning
notices the need for rational and effective use of limited public and private resources, is able to think and act in a business-like way having in mind optimisation of undertaken activities