

Fachhochschule für öffentliche Verwaltung und Rechtspflege in Bayern - Fachbereich Allgemeine Innere Verwaltung -

Curriculum 2017/2020 compulsory studies undergraduate							Distribution of lessons												
							month			FStA 1			FStA 2		FStA 3		FStA 4		
							calendar months			7			3		4		7		
Nr.	subject	hrs	Nr.	Lecture	hrs lect.	hrs exerc.	10 - 11	12 - 2	3 - 4	9 - 11	5 - 6	7 - 8	12 - 2	3 - 4	5 - 6				
1.13	Formalistic Principles of Administrative Acting	38	1.13.01	Correspondence	4	4	8												
			1.13.02	Decisions of Public Authorities	30				30										
1.14	Public Procurement Law	14	1.14.01	Public Procurement Law	14									14					
	Public Labour Law (alternatively)		1.07.09	Public Labour Law I	32						32								
			1.07.10	Public Labour Law II	30							30							
			1.07.11	Public Labour Law III	23									23					
			1.07.12	Public Labour Law Exercises		14									14				
			1.07.13	Law of Civil Servants III		12									12				
	Total of Law Studies	1.109			971	138	118	192	88	101	158	128	105	134	85				
2	Economics and Finances																		
2.01	Economic and Financial Principles of Administrative Acting	76	2.01.01	Economic Principles of Administrative Acting	26			26											
			2.01.02	Economic Principles Exercises I		6				6									
			2.01.03	Public Finances I	28							28							
			2.01.04	Public Finances II	10									10					
			2.01.05	Economic Principles Exercises II		6									6				
2.02	Municipal Finances	352	2.02.01	Basics of Municipal Finances (preparatory course)	26		26												
			2.02.02	Basics of Budget Planning for Accountancy	20			20											
			2.02.03	Basics of Commercial Budget	18			18											
			2.02.04	Planning of Governmental Budget	23							23							
			2.02.05	Planning of Commercial Budget	26							26							
			2.02.06	Cost and Output Accounting I	20							20							
			2.02.07	Cost and Output Accounting II	14						14								
			2.02.08	Controlling	18						18								
			2.02.09	Municipal Finances Case Studies / Exercises II		12				12									
			2.02.10	Public Business Management Exercises		8				8									
			2.02.11	Implementation of Governmental Budget I	16						16								
			2.02.12	Implementation of Commercial Budget	25						25								

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			2.02.13	Implementation of Governmental Budget II	19							19							
			2.02.14	Cost-benefit Analysis	33							33							
			2.02.15	Reporting in Governmental Budget System	10								10						
			2.02.16	Reporting in Commercial Budget System	18								18						
			2.02.17	Share management and Public Enterprises	20								20						
			2.02.18	Municipal Finances Exercises III		18									18				
			2.02.19	Public Business Management Exercises		8									8				
2.03	State Finances	334	2.03.01	Basics of State Finances (preparatory course)	26		26												
			2.03.02	State Budget Law I	30			30											
			2.03.03	Basics of Commercial Budget	18			18											
			2.03.04	State Budget Law II	30				30										
			2.03.05	Cost and Output Accounting I	20				20										
			2.03.06	Cost and Output Accounting II	14					14									
			2.03.07	Controlling	18					18									
			2.03.08	State Budget Law Exercises I		8				8									
			2.03.09	Public Business Management Exercises		8				8									
			2.03.10	State Budget Law III	20						20								
			2.03.11	Public Granting	20							20							
			2.03.12	Cost-benefit Analysis	33							33							
			2.03.13	State Budget Law IV	20								20						
			2.03.14	Share management and Public Enterprises	20								20						
			2.03.15	Property Management and Obtaining	25									25					
			2.03.16	State Budget Law Exercises II		16									16				
			2.03.17	Public Business Management Exercises		8									8				
	Total of Economics and Finances	428			370	58	26	64	69	58	41	80	48	10	32				
3	Administrative Sciences																		
3.01	Administrative Organisation	32	3.01.01	Administrative Organisation I	8			8											
			3.01.02	Administrative Organisation II	14					14									
			3.01.03	Administrative Organisation - Processes	10								10						
3.02	Statistics in Public Administration	28	3.02.01	Statistics	22				22										
			3.02.02	Statistics Exercises		6				6									

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			4.01.03	Human Rights, Administrative Acting, Protest Procedure 3		20									20					
4.02	Social Sciences, Personnel Management, Training of Communication Exercises	16	4.02.01	Administrative Organisation, Sociology, Psychology Exercises		8									8					
			4.02.02	Performance and Presentation Training Exercises		8									8					
4.04	Project	12	4.04.01	Project	12						6	6								
4.05	Diploma Thesis	135	4.05.01	Dissertation	135								135							
	Inter-disciplinary Lectures and Exercises, Projects, Diploma Thesis	241			161	80	5	6	3	24	6	6	135	20	36					
	Total	2.048			1.766	282	177	336	200	223	225	230	316	188	153					
								713		223		455		657						
	Tests and Reviews	114						26		16		21		51						
	Examination	57						0		16		0		41						
	Total	2.219						739		255		476		749						

last update: 13.11.2019