

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

Curriculum 2016/2019 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	1.105			967	138	118	188	88	101	158	128	105	134	85		
2	Economics and Finances																
2.01	Economic and Financial Principles of Administrative Acting	74	2.01.01	Economic Principles of Administrative Acting	24		24										
			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						

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

Curriculum 2016/2019 compulsory studies undergraduate							Distribution of lessons																		
							month calendar months							FSTA 1 7			FSTA 2 3		FSTA 3 4			FSTA 4 7			
							10 - 11	12 - 2	3 - 4	9 - 11	5 - 6	7 - 8	12 - 2	3 - 4	5 - 6										
Nr.	subject	hrs	Nr.	Lecture	hrs lect.	hrs exerc.																			
			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	426			368	58	50	38	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															

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

Curriculum 2016/2019 compulsory studies undergraduate							Distribution of lessons												
							month					FStA 1		FStA 2	FStA 3		FStA 4		
							calendar months					7		3	4		7		
												10 - 11	12 - 2	3 - 4	9 - 11	5 - 6	7 - 8	12 - 2	3 - 4
Nr.	subject	hrs	Nr.	Lecture	hrs lect.	hrs exerc.													
			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	2	3	24	10	6	135	20	36				
Total		2.038			1.756	282	201	298	204	223	229	230	316	184	153				
								703		223		459		653					
	Tests and Reviews	110						30		16		17		47					
	Examination	57						0		16		0		41					
Total		2.205						733		255		476		741					
last update: 19.06.2018																			