

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

Curriculum 2017/2020 compulsory studies undergraduate							Distribution of lessons											
							month calendar months		FStA 1			FStA 2		FStA 3		FStA 4		
									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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							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			
			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	110						26		16		21		47				
	Examination	57						0		16		0		41				
	Total	2.215						739		255		476		745				
last update: 19.06.2018																		