

## Modul: Civil law

### Fourth year

#### VII semester

code	subject	credits	hours	total
	<b>Obligated subjects</b>			
4PF103412	Civil law – applied program	8	3+2+2	216
4PF103512	Intellectual property right	8	3+2+2	216
4PF103612	International private law	6	2+2+1	156
	<b>Elective subjects of the unit</b> The students choose two of the three offered subjects			
4PF107012	Project management of EU funds	4	2+1+1	120
4PF103812	Public services	4	2+1+1	120
4PF103912	Media law	4	2+1+1	120
4PF104012	Insurance law	4	2+1+1	120

#### VIII semester

code	subject	credits	hours	total
	<b>Obligated subjects</b>			
ZPP	Graduation exam	8	3+2+2	216
4PF104112	Litigation law	6	2+2+1	156
4PF104212	Executive law	6	2+2+1	156
	<b>Elective subjects of the unit</b> The students choose one of the two offered subjects			
4PF104312	Nomotehnika	4	2+1+1	120
4PF104412	Communications in the public administration	4	2+1+1	120
	<b>Elective subjects from the University</b> The students choose one from the offered subjects.	6	2+2+1	156
<b>total:</b>		<b>30</b>		

Annex No.3		Program of the Course - first/second/third cycle studies			
1.	<b>Title of the Course</b>	EU funds Project Management			
2.	<b>Code</b>	4PF107012			
3.	<b>Study Program</b>	Legal Studies			
4.	<b>Organizer of the study program (unit or institute, Faculty, department)</b>	University Goce Delcev Faculty of Law Department of European Law and International Relations			
5.	<b>Cycle (first, second and third cycle)</b>	First cycles			
6.	<b>Academic year / semester</b>	2012-2013/ VI	7	<b>Number of credits</b>	6 mandatory
8.	<b>Professor (s)</b>	PhD Ljupco Sotiroski			
9.	<b>Requirements for enrollment the Course</b>	/			
10.	<b>Purposes of the curriculum (competencies):</b> <ul style="list-style-type: none"> <li>- Project management introduction, i.e. management of Union funds.</li> <li>- Introduction to the current forms of assistance through the EU programs and projects aiming to improve infrastructure, human capacity and institutional capacity of the acceding countries (regardless of their status in the accession process).</li> <li>- Learning the phases of the project cycle its characteristics and the role of participants in the process.</li> <li>- The study of the project management legal framework</li> <li>- Republic of Macedonia and the Project Management</li> </ul>				
11.	<b>Content of the course program:</b> <ul style="list-style-type: none"> <li>- EU development funds and Republic of Macedonia</li> <li>- Pre-Accession Assistance Strategy for 2007-2009</li> <li>- Multi-annual Indicative Planning Document for the Republic of Macedonia</li> <li>- Legal framework MPID 2007/2009</li> <li>- Legal framework MPID 2010</li> <li>- Economic and social cohesion</li> <li>- EU funds Management (PHARE program, the CARDS program)</li> <li>- Absorption capacity</li> <li>- Management Project Processes t (phases of the project cycle)</li> <li>- Practical examples</li> <li>- SWOT analysis</li> <li>- IPA funds</li> </ul>				
12.	<b>Learning methods:</b> Written and oral presentation Lectures, tutorials, e-learning, seminar work, consultations, teamwork and Visit of the delegation of the European Commission in Skopje				
13.	<b>Total available time</b>	156			
14.	<b>Distribution of available time</b>	2+2+1 per week			

15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	1
16.	Други форми на активности	16.1.	Project tasks	/hours
		16.2.	Individual tasks	1hours
		16.3.	Home learning	/hours
17.	Method of assessment			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper / project - presentation: written and/or oral)		10 points
	17.3.	Activity and participation		20 points
18.	Assessment Criteria (points / score)	up 50 points		5 (five) (F)
		51 to 60 points		6 (six) (E)
		61 to 70 points		7 (seven) (D)
		71 to 80 points		8 (eight) (C)
		81 to 90 points		9 (nine) (B)
		91 to 100 points		10 (ten) (A)
19.	Signature requirement and passing the final exam	60% success from all pre exams activities i.e. 42 points from two colloquia, seminar work, lectures and tutorials attendance		
20.	Language of teaching / study	Macedonian language		
21.	Method of monitoring the quality of teaching	Self-evaluation		

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.	Mojmir Mrak and Vanco Uzunov	EU development funds and the Republic of Macedonia	Department for European Integration	2005
	2.	European Integration Unit	Instrument for Pre-Accession Assistance (IPA) - Facts, status, structure	Department for European Integration	2009

		<b>Additional literature</b>				
		<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
<b>22.2.</b>	<b>1.</b>		European Integration Unit	Community Programs	Department for European Integration	2009
	<b>2.</b>		COMMISSION DECISION C(2007) 1853 of 30/04/2007,	Multi-annual Indicative Planning Document –MIPD 2007-2009 for the Republic of Macedonia	European Commission Journal	2007

<b>Annex No.3</b>		<b>Program of the Course - first/second/third cycle studies</b>				
<b>1.</b>	<b>Title of the Course</b>	Media Law				
<b>2.</b>	<b>Code</b>	4PF103912				
<b>3.</b>	<b>Study Program</b>	Journalism and Public relation				
<b>4.</b>	<b>Organizer of the study program (unit or institute, Faculty, department)</b>	University Goce Delcev Faculty of Law Department of				
<b>5.</b>	<b>Cycle (first, second and third cycle)</b>	First cycle				
<b>6.</b>	<b>Academic year / semester</b>	4/VII	<b>7.</b>	<b>Number of credits</b>	4	
<b>8.</b>	<b>Professor (s)</b>	Ph. D. Andon Majhosev				
<b>9.</b>	<b>Requirements for enrollment the Course</b>					
<b>10.</b>	<b>Purposes of the curriculum (competencies)</b> <b>Study of the subject Media Law students will allow:</b> <b>To improve their knowledge of the basics of media law governing the regulation of the press and publishing, the regulation of television and radio programs, the regulation of television, radio, print media, news transmission over the Internet, organizational forms of media rules regarding media ownership, licenses and concessions, mode of acquisition, changes and withdrawal, protection of privacy and family life, protection of the right of speech, defamation, humiliation, pornographic material, the right of reply, transmission choices, press statements media restrictions for reasons of national security, public order or the protection of public morals, children and media, confidentiality and availability of information, content broadcasting programs, advertising, codes of ethics, self-regulation of the profession, copyright and other rights, thus creating TV and radio program, the term universal service, public service, service in the public interest, the specifics of the printer, radio, television, internet news and programs, news agencies, state control procedures, right of appeal, court procedures, legal regulation journalistic profession.</b>					

<b>11.</b>	<b>Content of the course program:</b> Introductory lecture (familiarization with laws, specific topics and basic and additional literature); Constitutional provisions for media and journalism; Freedom of speech, protection of private and family life; Legal regulation of the press, radio and television; Internet and telecommunications activity; journalistic self-regulation; slander, humiliation, insult, pornography; protect the source of information ; child; media regulation in the EU; Professional codes; Ethics journalistic profession; Selfregulation; Code of Ethics AJM; Visit institutions that are associated with the media, etc.			
<b>12.</b>	<b>Learning methods:</b> interactive approach in learning the subject matter will take place in modern active methodology: interactive lectures, case analysis, exercises, presentations and so on.			
<b>13.</b>	<b>Total available time</b>	120		
<b>14.</b>	<b>Distribution of available time</b>	2+1+1 / per week		
<b>15.</b>	<b>Forms of teaching / learning activities</b>	<b>15.1.</b>	<b>lectures / theoretical - contact teaching, e-teaching</b>	2
		<b>15.2.</b>	<b>theoretical and practical exercises, e-exams, preparation of independent seminar work</b>	1
<b>16.</b>	<b>Други форми на активности</b>	<b>16.1.</b>	<b>Project tasks</b>	
		<b>16.2.</b>	<b>Individual tasks</b>	1
		<b>16.3.</b>	<b>Home learning</b>	<b>hours</b>
<b>17.</b>	<b>Method of assessment</b>			
	<b>17.1.</b>	<b>Tests / oral exams: Colloquia (2X20 = 40)</b>	Final exam (40+30)=70 points	
	<b>17.2.</b>	<b>Seminars (paper / project - presentation: written and/or oral)</b>	10 points	
	<b>17.3.</b>	<b>Activity and participation</b>	20 points	
<b>18.</b>	<b>Assessment Criteria (points / score)</b>	<b>up 50 points</b>	<b>5</b>	<b>(five) (F)</b>
		<b>51 to 60 points</b>	<b>6</b>	<b>(six) (E)</b>
		<b>61 to 70 points</b>	<b>7</b>	<b>(seven) (D)</b>
		<b>71 to 80 points</b>	<b>8</b>	<b>(eight) (C)</b>
		<b>81 to 90 points</b>	<b>9</b>	<b>(nine) (B)</b>
		<b>91 to 100 points</b>	<b>10</b>	<b>(ten) (A)</b>
<b>19.</b>	<b>Signature requirement and passing the final exam</b>	<b>Minimum 42</b>		
<b>20.</b>	<b>Language of teaching / study</b>	<b>Macedonian</b>		
<b>21.</b>	<b>Method of monitoring the quality of teaching</b>	<b>Self-evaluation</b>		

<b>22.</b>	<b>Literature</b>				
<b>22.1.</b>	<b>Required literature</b>				
	<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	1.		1.Law for radio broadcast business, 2. Law on telecommunications activity, 3. Publishing Law, 4. The Constitution (Article 16) and the protection of privacy, 5. European Convention on Human Rights, 6. Copyright and related rights		
<b>22.2.</b>	<b>Additional literature</b>				
	<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	1.	Дејвид Голберг, Тони Просер и Стефан Верхулст	Регулирање на медиумите: компаративна студија		2012

<b>Annex No.3</b>		<b>Program of the Course - first/second/third cycle studies</b>			
<b>1.</b>	<b>Title of the Course</b>	<b>Public Services</b>			
<b>2.</b>	<b>Code</b>	4PF103812			
<b>3.</b>	<b>Study Program</b>	Legal Studies for all modules Public Policy and Diplomacy			
<b>4.</b>	<b>Organizer of the study program (unit or institute, Faculty, department)</b>	University Goce Delcev Faculty of Law Department of			
<b>5.</b>	<b>Cycle (first, second and third cycle)</b>	First cycle			
<b>6.</b>	<b>Academic year / semester</b>	VII semester	<b>7.</b>	<b>Number of credits</b>	Elective
				<b>4</b>	
<b>8.</b>	<b>Professor (s)</b>	Associate Professor Jadranka Denkova, PhD			
<b>9.</b>	<b>Requirements for course enrollment</b>				
<b>10.</b>	<b>Purposes of the curriculum (competencies):</b> The objective of the subject is to enable students to gain in-depth knowledge about public services, their role and relevance for the institutional mechanism. European Union policy, regulation and forms of public services. Additionally, the students shall become familiar with the public services in the Republic of Macedonia and the legal regulations pertaining to these services. They shall also gain an insight into the types, organization, structure and guidelines for reforms of these services and				

	in conformity with the European legislation.			
<b>11.</b>	<b>Content of the course program:</b> The subject covers the basic notions, origin and development of public services. Moreover, it focuses on different types of public services and functional and organizational order of public services. The subject also focuses on the European Union and public services as activities with special authorizations. It elaborates on the universal services within public services, the continuance of services, their availability, regulation of prices and quality as well as customers' security. Furthermore, the subject focuses on the legal regime of public services, liberalization and execution of public services; the public services in the Republic of Macedonia and their legal establishment, their functioning and financing. It also studies public institutions and other forms of organization as well as the scope of activity of public services.			
<b>12.</b>	<b>Learning methods:</b> - Method of oral and written presentation			
<b>13.</b>	<b>Total available time</b>	120		
<b>14.</b>	<b>Distribution of available time</b>	2+1+1 / per week		
<b>15.</b>	<b>Forms of teaching / learning activities</b>	<b>15.1.</b>	<b>lectures / theoretical - contact teaching, e-teaching</b>	2 hours
		<b>15.2.</b>	<b>theoretical and practical exercises, e-exams, preparation of independent seminar work</b>	1 hour
<b>16.</b>	<b>Други форми на активности</b>	<b>16.1.</b>	<b>Project tasks</b>	<b>Hours</b>
		<b>16.2.</b>	<b>Individual tasks</b>	<b>1 hour</b>
		<b>16.3.</b>	<b>Home learning</b>	<b>Hours</b>
<b>17.</b>	<b>Method of assessment</b>			
	<b>17.1.</b>	<b>Tests / oral exams</b>	<b>40 + 30 points</b>	
	<b>17.2.</b>	<b>Seminars (paper / project - presentation: written and/or oral)</b>	<b>20 points</b>	
	<b>17.3.</b>	<b>Activity and participation</b>	<b>10 points</b>	
<b>18.</b>	<b>Assessment Criteria (points / score)</b>	<b>up 50 points</b>	<b>5</b>	<b>(five) (F)</b>
		<b>51 to 60 points</b>	<b>6</b>	<b>(six) (E)</b>
		<b>61 to 70 points</b>	<b>7</b>	<b>(seven) (D)</b>
		<b>71 to 80 points</b>	<b>8</b>	<b>(eight) (C)</b>
		<b>81 to 90 points</b>	<b>9</b>	<b>(nine) (B)</b>
		<b>91 to 100 points</b>	<b>10</b>	<b>(ten) (A)</b>
<b>19.</b>	<b>Signature requirement and passing the final exam</b>	<b>60% attained results from all pre-exam activities, i.e. 42 points from the two partial exams, seminar paper, regular attendance at both lectures and tutorials</b>		
<b>20.</b>	<b>Language of teaching / study</b>	<b>Macedonian language</b>		
<b>21.</b>	<b>Method of monitoring the quality of teaching</b>	<b>Self-evaluation</b>		

<b>22.</b>	<b>Literature</b>				
<b>22.1.</b>	<b>Required literature</b>				
	<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	1.	Jadranka Denkova	Authorized lectures	In the pipeline	
	2.	Schwarze, J.	European administrative law,	London	2006
3.	Iskra Akimovska Maletic	Public Services	Beograd	2009	
<b>22.2.</b>	<b>Additional literature</b>				
	<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	1.	Plicanic Senko	Public Services	Public administration, Ljubjana	1995
	2.	Ivo Borkovic	Modernisation of the Croatian government	Zagreb	2003
3.	Nehl, H.P.	Administrative procedure in EC	Oxford	1999	

<b>Annex No.3</b>		<b>Program of the Course - first/second/third cycle studies</b>			
<b>1.</b>	<b>Title of the Course</b>	<b>Communication in Public Administration</b>			
<b>2.</b>	<b>Code</b>	4PF202012			
<b>3.</b>	<b>Study Program</b>	<b>Public Administration (120 ECTS)</b>			
<b>4.</b>	<b>Organizer of the study program (unit or institute, Faculty, department)</b>	University Goce Delcev Faculty of Law			
<b>5.</b>	<b>Cycle (first, second and third cycle)</b>	Second cycle			
<b>6.</b>	<b>Academic year / semester</b>	2/ III	<b>7.</b>	<b>Number of credits</b>	8
<b>8.</b>	<b>Professor (s)</b>	Assistant Professor Dr. Suzana Dzamtoska-Zdravkovska			
<b>9.</b>	<b>Requirements for course enrollment</b>				
<b>10.</b>	<b>Purposes of the curriculum (competencies):</b> Introduction to the basic categories necessary for the understanding and analysis of communication processes within the public administration, introducing the concept of good governance, the importance of communication in public administration as a prerequisite for establishing effective public relations and transparency of the institution.				
<b>11.</b>	<b>Content of the course program:</b> Communication as a process of exchange of information, the key role of communication and communication management, the principles of good governance, the importance of communication in management; shapes and				



	forms of organizational communication; key functions of organizational communication; principles of openness and transparency; communication in administration as set of tools and methods for transmitting information; informing and communicating in public administration in the Republic of Macedonia; electronic administration; laws and projects.			
<b>12.</b>	<b>Learning methods:</b> Lectures, tutorials, practical work, an interactive approach (work in pairs, front, team, group work).			
<b>13.</b>	<b>Total available time</b>	216		
<b>14.</b>	<b>Distribution of available time</b>	3+2+2/ per week		
<b>15.</b>	<b>Forms of teaching / learning activities</b>	<b>15.1.</b>	<b>lectures / theoretical - contact teaching, e-teaching</b>	<b>3 hours</b>
		<b>15.2.</b>	<b>theoretical and practical exercises, e-exams, preparation of independent seminar work</b>	<b>2 hours</b>
<b>16.</b>	<b>Други форми на активности</b>	<b>16.1.</b>	<b>Project tasks</b>	<b>hours</b>
		<b>16.2.</b>	<b>Individual tasks</b>	<b>2 hours</b>
		<b>16.3.</b>	<b>Home learning</b>	<b>Hours</b>
<b>17.</b>	<b>Method of assessment</b>			
	<b>17.1.</b>	<b>Tests / oral exams</b>	<b>70 points</b>	
	<b>17.2.</b>	<b>Seminars (paper / project - presentation: written and/or oral)</b>	<b>10 points</b>	
	<b>17.3.</b>	<b>Activity and participation</b>	<b>20 points</b>	
<b>18.</b>	<b>Assessment Criteria (points / score)</b>	<b>up 50 points</b>	<b>5</b>	<b>(five) (F)</b>
		<b>51 to 60 points</b>	<b>6</b>	<b>(six) (E)</b>
		<b>61 to 70 points</b>	<b>7</b>	<b>(seven) (D)</b>
		<b>71 to 80 points</b>	<b>8</b>	<b>(eight) (C)</b>
		<b>81 to 90 points</b>	<b>9</b>	<b>(nine) (B)</b>
		<b>91 to 100 points</b>	<b>10</b>	<b>(ten) (A)</b>
<b>19.</b>	<b>Signature requirement and passing the final exam</b>			
<b>20.</b>	<b>Language of teaching / study</b>			
<b>21.</b>	<b>Method of monitoring the quality of teaching</b>		<b>Self-evaluation</b>	

<b>22.</b>	<b>Literature</b>				
	<b>Required literature</b>				
	<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	22.1.	1.	Џамтоска, З.С.	Комуникацијата во јавната администрација	Македонска реч Скопје, 2012

		2.	Кунчик, М., Ципфел, А.	Вовед во науката за публицистиката и комуникациите	Фондација Фридрих Еберт	Скопје, 1998
			Tomic, Z.	Odnosi s javnoscu, teorija i praksa	Sinopsis	Zagreb, 2008
		<b>Additional literature</b>				
		<b>No.</b>	<b>Author</b>	<b>Title</b>	<b>Publisher</b>	<b>Year</b>
	22.2.	1.	Гризо, Н., Давитковски, Б., Данева, П. А.	Јавна администрација	Правен факултет „Јустинијан Први	Скопје, 2008
		2.	Мателар, А. М.	Историја на теориите на комуникација	Еин-Соф; АЛЕФ	Скопје, 2003
		3	Вида, Ч.	Јавно информисање, Јавност рада и достапност информации - правна теорија и законодавство	Савремена администрација	Београд, 1982