

## STUDY PROGRAMME CURRICULUM ADMINISTRATION

2023/2024

|                                 |                                                                                                                                  |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Name of study programme         | <b>Administration</b>                                                                                                            |
| Programme characteristics       |                                                                                                                                  |
| Type                            | higher professional                                                                                                              |
| Cycle                           | bachelor                                                                                                                         |
| University of Ljubljana members | <ul style="list-style-type: none"> <li>Faculty of Public Administration, Gosarjeva ulica 5, 1000 Ljubljana, Slovenija</li> </ul> |

Year 1

|    |                        |                                                               |                      | Contact hours |         |           |                    |                      |                         |             |      |              |          |
|----|------------------------|---------------------------------------------------------------|----------------------|---------------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|--------------|----------|
|    | University Course Code | Course title                                                  | Lecturers            | Lectures      | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters    | Elective |
| 1. | 0060871                | INTRODUCTION TO LAW AND CONSTITUTIONAL FOUNDATION             | Nejc Brezovar        | 60            |         | 30        |                    | 70                   | 80                      | 240         | 8    | 1st semester | no       |
| 2. | 0060872                | BASIC STATISTICS                                              | Lan Umek             | 60            |         | 30        |                    | 70                   | 80                      | 240         | 8    | 1st semester | no       |
| 3. | 0060873                | BASIC INFORMATICS                                             | Damijana Keržič      | 45            |         |           |                    | 15                   | 30                      | 90          | 3    | 1st semester | no       |
| 4. | 0060874                | COMPUTER PRACTICUM                                            | Damijana Keržič      |               |         | 45        |                    | 15                   | 30                      | 90          | 3    | 1st semester | no       |
| 5. | 0060877                | BUSINESS AND ADMINISTRATIVE COMMUNICATION: LANGUAGE AND STYLE | Tadeja Rozman        | 45            |         | 30        |                    | 45                   | 60                      | 180         | 6    | 2nd semester | no       |
| 6. | 0060878                | ADMINISTRATIVE LAW AND PUBLIC ADMINISTRATION                  | Mirko Pečarič        | 45            |         | 30        |                    | 45                   | 60                      | 180         | 6    | 2nd semester | no       |
| 7. | 0060879                | ACCOUNTING                                                    | Tatjana Stanimirović | 45            |         | 30        |                    | 45                   | 60                      | 180         | 6    | 2nd semester | no       |

|       |         |                        |                                           |     |   |     |   |     |     |      |    |              |    |
|-------|---------|------------------------|-------------------------------------------|-----|---|-----|---|-----|-----|------|----|--------------|----|
| 8.    | 0060880 | BASIC ECONOMICS        | Aleksander Aristovnik, Veronika Petkovšek | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no |
| 9.    | 0060881 | BASICS OF ORGANISATION | Nina Tomaževič                            | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no |
| 10.   | 0082815 | TUJI JEZIK             |                                           |     |   | 75  |   | 85  | 80  | 240  | 8  | All-year     | no |
| Total |         |                        |                                           | 390 | 0 | 330 | 0 | 480 | 600 | 1800 | 60 |              |    |

#### Year 1, Tuji jezik

|       |                        |                                       |                | Contact hours |         |           |                    |                      |                         |             |      |           |          |
|-------|------------------------|---------------------------------------|----------------|---------------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|-----------|----------|
|       | University Course Code | Course title                          | Lecturers      | Lectures      | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters | Elective |
| 1.    | 0082813                | ENGLISH FOR SPECIFIC PURPOSES         | Vida Zorko     |               |         | 75        |                    | 85                   | 80                      | 240         | 8    | All-year  | no       |
| 2.    | 0082814                | GERMAN LANGUAGE FOR SPECIFIC PURPOSES | Margit Horvath |               |         | 75        |                    | 85                   | 80                      | 240         | 8    | All-year  | no       |
| Total |                        |                                       |                | 0             | 0       | 150       | 0                  | 170                  | 160                     | 480         | 16   |           |          |

Študent glede na predhodno znanje izbira med Angleškim ali Nemškim jezikom.

#### Year 2

|    |                        |                                     |                 | Contact hours |         |           |                    |                      |                         |             |      |              |          |
|----|------------------------|-------------------------------------|-----------------|---------------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|--------------|----------|
|    | University Course Code | Course title                        | Lecturers       | Lectures      | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters    | Elective |
| 1. | 0060882                | BASICS OF ADMINISTRATIVE PROCEDURE  | Polonca Kovač   | 60            |         | 30        |                    | 70                   | 80                      | 240         | 8    | 1st semester | no       |
| 2. | 0060883                | ADMINISTRATIVE OPERATION            | Janez Stare     | 60            |         | 30        |                    | 70                   | 80                      | 240         | 8    | 1st semester | no       |
| 3. | 0060884                | INFORMATION SYSTEMS DEVELOPMENT FOR | Anamarija Leben | 45            |         | 30        |                    | 65                   | 70                      | 210         | 7    | 1st semester | no       |

|    |         |                                                                |                    |     |   |     |   |     |     |      |    |              |     |
|----|---------|----------------------------------------------------------------|--------------------|-----|---|-----|---|-----|-----|------|----|--------------|-----|
|    |         | BUSINESS PROCESS SUPPORT                                       |                    |     |   |     |   |     |     |      |    |              |     |
| 4. | 0060885 | TAX SYSTEM                                                     | Maja Klun          | 45  |   | 30  |   | 65  | 70  | 210  | 7  | 1st semester | no  |
| 5. | 0060886 | LABOUR RELATIONS, CIVIL SERVANTS AND SOCIAL SECURITY RELATIONS | Valentina Franca   | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no  |
| 6. | 0060887 | ECONOMICS OF PUBLIC ENTERPRISES AND NON-PROFIT ORGANISATIONS   | Veronika Petkovšek | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no  |
| 7. | 0060888 | LOCAL SELF-GOVERNMENT                                          | Iztok Rakar        | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no  |
| 8. | 0060889 | CUSTOMERS RELATIONSHIP                                         | Tatjana Kozjek     | 45  |   | 30  |   | 45  | 60  | 180  | 6  | 2nd semester | no  |
| 9. | 0070599 | ELECTIVE COURSE 1                                              |                    | 20  |   |     |   | 90  | 70  | 180  | 6  | 2nd semester | yes |
|    |         | Total                                                          |                    | 410 | 0 | 240 | 0 | 540 | 610 | 1800 | 60 |              |     |

Year 2, Izbirni predmeti

|    |                        |                                              |                | Contact hours |         |           |                    |                      |                         |             |      |              |          |
|----|------------------------|----------------------------------------------|----------------|---------------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|--------------|----------|
|    | University Course Code | Course title                                 | Lecturers      | Lectures      | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters    | Elective |
| 1. | 0070560                | BUSINESS ENGLISH FOR EFFECTIVE COMMUNICATION | Vida Zorko     |               |         | 28        |                    | 90                   | 62                      | 180         | 6    | 1st semester | yes      |
| 2. | 0070562                | SOCIAL RESPONSIBILITY                        | Nina Tomaževič | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 3. | 0070563                | MANAGEMENT IN PUBLIC SECTOR                  | Nina Tomaževič | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 4. | 0070564                | METHODOLOGICAL PRACTICUM                     | Janez Stare    | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 5. | 0070565                | GERMAN IN ADMINISTRATIVE PRACTICE            | Margit Horvath |               |         | 28        |                    | 90                   | 62                      | 180         | 6    | 2nd semester | yes      |

|     |         |                                                                     |                                                                   |    |  |  |  |    |    |     |   |              |     |
|-----|---------|---------------------------------------------------------------------|-------------------------------------------------------------------|----|--|--|--|----|----|-----|---|--------------|-----|
| 6.  | 0070566 | ORGANISATIONAL BEHAVIOUR                                            | Tatjana Kozjek                                                    | 20 |  |  |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 7.  | 0070567 | BASIS OF SURVEY RESEARCH METHOD IN ADMINISTRATION                   | Lan Umek                                                          | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 8.  | 0070568 | PREPARATION AND IMPLEMENTATION OF EU CO-FUNDING PROJECT             | Aleksander Aristovnik                                             | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 9.  | 0070569 | FUNDAMENTAL EU POLICIES AND PUBLIC SECTOR                           | Aleksander Aristovnik                                             | 20 |  |  |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 10. | 0070570 | EVALUATION METHODS FOR DECISION-MAKING SUPPORT                      | Anamarija Leben                                                   | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 11. | 0070571 | INTERNET AND SOCIAL CHANGE                                          | Dalibor Stanimirović                                              | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 12. | 0070572 | DEVELOPMENT PLANNING AND ASSESSMENT OF THE PUBLIC POLICIES' IMPACTS | Mitja Durnik,<br>Stanka Setnikar<br>Cankar,<br>Veronika Petkovšek | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 13. | 0070574 | SOCIAL ASPECTS FLEXIBILITY AT THE FIELD OF WORK                     | Tatjana Kozjek                                                    | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 14. | 0070575 | THE EUROPEAN UNION'S CONSTITUTIONAL CRISIS                          | Bruno Nikolić                                                     | 20 |  |  |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 15. | 0070576 | DIGITAL MARKETING                                                   | Tina Jukić                                                        | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 16. | 0070578 | INSPECTION SUPERVISION                                              | Polonca Kovač                                                     | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |

|     |         |                                                                   |                      |    |  |    |  |    |    |     |   |              |     |
|-----|---------|-------------------------------------------------------------------|----------------------|----|--|----|--|----|----|-----|---|--------------|-----|
| 17. | 0070581 | ADVANCED USE OF EXCEL FOR DATA MANAGEMENT IN BUSINESS ENVIRONMENT | Mitja Dečman         | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 18. | 0070583 | BASICS OF REAL ESTATE LAW                                         | Nejc Brezovar        | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 19. | 0070584 | BUSINESS OF ENTREPRENEURS AND ATHLETES                            | Tatjana Stanimirović | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 20. | 0070586 | BUSINESS COMMUNICATION IN GERMAN LANGUAGE                         | Margit Horvath       |    |  | 28 |  | 90 | 62 | 180 | 6 | 1st semester | yes |
| 21. | 0070587 | PRACTICUM – MASTERING TEXTS                                       | Damijana Keržič      | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 22. | 0070588 | LAW AND NEW TECHNOLOGIES                                          | Tina Sever           | 20 |  |    |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 23. | 0070592 | SUPERVISION IN PUBLIC ADMINISTRATION                              | Jernej Buzeti        | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 24. | 0110052 | INTERNATIONAL LABOUR LAW                                          | Valentina Franca     | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 25. | 0559166 | CANADA-EUROPEAN UNION RELATIONS                                   | Mitja Durnik         | 20 |  |    |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 26. | 0559168 | METHODS FOR EVALUATING ENVIRONMENTAL POLICIES                     | Žiga Kotnik          | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 27. | 0559169 | GOVERNANCE OF SMALL STATES                                        | Primož Pevcin        | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 28. | 0559170 | SUSTAINABLE MANAGEMENT OF DRINKING AND WASTE WATER                | Veronika Petkovšek   | 20 |  |    |  | 90 | 70 | 180 | 6 | 1st semester | yes |

|       |         |                                         |                                     |     |   |    |   |      |      |      |     |              |     |
|-------|---------|-----------------------------------------|-------------------------------------|-----|---|----|---|------|------|------|-----|--------------|-----|
| 29.   | 0640076 | MANAGING NON-GOVERNMENTAL ORGANIZATIONS | Nejc Brezovar, Tatjana Stanimirović | 20  |   |    |   | 90   | 70   | 180  | 6   | 1st semester | yes |
| 30.   | 0643316 | DIGITAL GOVERNMENT FOR CITIZENS         | Maja Klun, Mitja Dečman, Tina Sever | 20  | 0 | 0  | 0 | 90   | 70   | 180  | 6   | 1st semester | yes |
| 31.   | 0643317 | DIGITAL CITIZEN                         | Janez Stare, Jernej Buzeti          | 20  |   |    |   | 90   | 70   | 180  | 6   | 1st semester | yes |
| Total |         |                                         |                                     | 560 | 0 | 84 | 0 | 2790 | 2146 | 5580 | 186 |              |     |

### Year 3, Izbirni predmeti

|    |                        |                                                   |                       | Contact hours |         |           |                    |                      |                         |             |      |              |          |
|----|------------------------|---------------------------------------------------|-----------------------|---------------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|--------------|----------|
|    | University Course Code | Course title                                      | Lecturers             | Lectures      | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters    | Elective |
| 1. | 0070560                | BUSINESS ENGLISH FOR EFFECTIVE COMMUNICATION      | Vida Zorko            |               |         | 28        |                    | 90                   | 62                      | 180         | 6    | 1st semester | yes      |
| 2. | 0070562                | SOCIAL RESPONSIBILITY                             | Nina Tomaževič        | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 3. | 0070563                | MANAGEMENT IN PUBLIC SECTOR                       | Nina Tomaževič        | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 4. | 0070564                | METHODOLOGICAL PRACTICUM                          | Janez Stare           | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 5. | 0070565                | GERMAN IN ADMINISTRATIVE PRACTICE                 | Margit Horvath        |               |         | 28        |                    | 90                   | 62                      | 180         | 6    | 2nd semester | yes      |
| 6. | 0070566                | ORGANISATIONAL BEHAVIOUR                          | Tatjana Kozjek        | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 2nd semester | yes      |
| 7. | 0070567                | BASIS OF SURVEY RESEARCH METHOD IN ADMINISTRATION | Lan Umek              | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 8. | 0070568                | PREPARATION AND IMPLEMENTATION                    | Aleksander Aristovnik | 20            |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |

|     |         |                                                                     |                                                          |    |  |  |  |    |    |     |   |              |     |
|-----|---------|---------------------------------------------------------------------|----------------------------------------------------------|----|--|--|--|----|----|-----|---|--------------|-----|
|     |         | OF EU CO-FUNDING PROJECT                                            |                                                          |    |  |  |  |    |    |     |   |              |     |
| 9.  | 0070569 | FUNDAMENTAL EU POLICIES AND PUBLIC SECTOR                           | Aleksander Aristovnik                                    | 20 |  |  |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 10. | 0070570 | EVALUATION METHODS FOR DECISION-MAKING SUPPORT                      | Anamarija Leben                                          | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 11. | 0070571 | INTERNET AND SOCIAL CHANGE                                          | Dalibor Stanimirović                                     | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 12. | 0070572 | DEVELOPMENT PLANNING AND ASSESSMENT OF THE PUBLIC POLICIES' IMPACTS | Mitja Durnik, Stanka Setnikar Cankar, Veronika Petkovšek | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 13. | 0070574 | SOCIAL ASPECTS FLEXIBILITY AT THE FIELD OF WORK                     | Tatjana Kozjek                                           | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 14. | 0070575 | THE EUROPEAN UNION'S CONSTITUTIONAL CRISIS                          | Bruno Nikolić                                            | 20 |  |  |  | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 15. | 0070576 | DIGITAL MARKETING                                                   | Tina Jukić                                               | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 16. | 0070578 | INSPECTION SUPERVISION                                              | Polonca Kovač                                            | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 17. | 0070581 | ADVANCED USE OF EXCEL FOR DATA MANAGEMENT IN BUSINESS ENVIRONMENT   | Mitja Dečman                                             | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |
| 18. | 0070583 | BASICS OF REAL ESTATE LAW                                           | Nejc Brezovar                                            | 20 |  |  |  | 90 | 70 | 180 | 6 | 1st semester | yes |

|     |         |                                                    |                                     |    |   |    |   |    |    |     |   |              |     |
|-----|---------|----------------------------------------------------|-------------------------------------|----|---|----|---|----|----|-----|---|--------------|-----|
| 19. | 0070584 | BUSINESS OF ENTREPRENEURS AND ATHLETES             | Tatjana Stanimirović                | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 20. | 0070586 | BUSINESS COMMUNICATION IN GERMAN LANGUAGE          | Margit Horvath                      |    |   | 28 |   | 90 | 62 | 180 | 6 | 1st semester | yes |
| 21. | 0070587 | PRACTICUM – MASTERING TEXTS                        | Damijana Keržič                     | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 22. | 0070588 | LAW AND NEW TECHNOLOGIES                           | Tina Sever                          | 20 |   |    |   | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 23. | 0070592 | SUPERVISION IN PUBLIC ADMINISTRATION               | Jernej Buzeti                       | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 24. | 0110052 | INTERNATIONAL LABOUR LAW                           | Valentina Franca                    | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 25. | 0559168 | METHODS FOR EVALUATING ENVIRONMENTAL POLICIES      | Žiga Kotnik                         | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 26. | 0559169 | GOVERNANCE OF SMALL STATES                         | Primož Pevcin                       | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 27. | 0559170 | SUSTAINABLE MANAGEMENT OF DRINKING AND WASTE WATER | Veronika Petkovšek                  | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 28. | 0559166 | CANADA-EUROPEAN UNION RELATIONS                    | Mitja Durnik                        | 20 |   |    |   | 90 | 70 | 180 | 6 | 2nd semester | yes |
| 29. | 0640076 | MANAGING NON-GOVERNMENTAL ORGANIZATIONS            | Nejc Brezovar, Tatjana Stanimirović | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 30. | 0640075 | CIVIL SERVICE SYSTEM                               | Valentina Franca                    | 20 |   |    |   | 90 | 70 | 180 | 6 | 1st semester | yes |
| 31. | 0643316 | DIGITAL GOVERNMENT FOR CITIZENS                    | Maja Klun, Mitja                    | 20 | 0 | 0  | 0 | 90 | 70 | 180 | 6 | 1st semester | yes |

|     |         |                 |                               |     |   |    |   |      |      |      |     |              |     |
|-----|---------|-----------------|-------------------------------|-----|---|----|---|------|------|------|-----|--------------|-----|
|     |         |                 | Dečman,<br>Tina Sever         |     |   |    |   |      |      |      |     |              |     |
| 32. | 0643317 | DIGITAL CITIZEN | Janez Stare,<br>Jernej Buzeti | 20  |   |    |   | 90   | 70   | 180  | 6   | 1st semester | yes |
|     |         | Total           |                               | 580 | 0 | 84 | 0 | 2880 | 2216 | 5760 | 192 |              |     |

### Public administration (direction/track)

Year 3

|     |                              |                                        |                                    | Contact hours |         |           |                       |                               |                               |                |      |              |          |
|-----|------------------------------|----------------------------------------|------------------------------------|---------------|---------|-----------|-----------------------|-------------------------------|-------------------------------|----------------|------|--------------|----------|
|     | University<br>Course<br>Code | Course title                           | Lecturers                          | Lectures      | Seminar | Tutorials | Clinical<br>tutorials | Other<br>forms<br>of<br>study | Individual<br>student<br>work | Total<br>hours | ECTS | Semesters    | Elective |
| 1.  | 0573704                      | DIGITAL<br>GOVERNMENT                  | Mitja<br>Dečman                    | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 2nd semester | no       |
| 2.  | 0573705                      | SOCIAL<br>ADMINISTRATIVE<br>PROCEDURES | Polonca<br>Kovač,<br>Tina<br>Sever | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 2nd semester | no       |
| 3.  | 0060892                      | BUDGET<br>FINANCING                    | Maja Klun                          | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 1st semester | no       |
| 4.  | 0060893                      | BUSINESS<br>COMMUNICATION              | Janez<br>Stare                     | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 1st semester | no       |
| 5.  | 0060894                      | PUBLIC SERVICES                        | Mirko<br>Pečarič                   | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 1st semester | no       |
| 6.  | 0060895                      | COMPARATIVE<br>POLITICS                | Mitja<br>Durnik                    | 45            |         | 30        |                       | 45                            | 60                            | 180            | 6    | 1st semester | no       |
| 7.  | 0060896                      | STUDENT<br>PLACEMENT                   | Žiga<br>Kotnik                     | 10            |         |           |                       | 200                           | 30                            | 240            | 8    | 2nd semester | no       |
| 8.  | 0060897                      | DIPLOMA THESIS                         |                                    |               |         |           |                       |                               | 300                           | 300            | 10   | 2nd semester | no       |
| 9.  | 0573702                      | IZBIRNI PREDMET 2                      |                                    | 20            |         |           |                       | 90                            | 70                            | 180            | 6    | 1st semester | yes      |
| 10. | 0070601                      | IZBIRNI PREDMET 3                      |                                    | 20            |         |           |                       | 90                            | 70                            | 180            | 6    | 2nd semester | yes      |
|     |                              | Total                                  |                                    | 320           | 0       | 180       | 0                     | 650                           | 830                           | 1980           | 66   |              |          |

študent izmed šestih obveznih predmetov predmetov izbire pet

### Business administration (direction/track)

Year 3

|  |  |  |  | Contact hours |  |  |  |  |  |  |  |  |  |
|--|--|--|--|---------------|--|--|--|--|--|--|--|--|--|
|--|--|--|--|---------------|--|--|--|--|--|--|--|--|--|

|       | University Course Code | Course title                                  | Lecturers                      | Lectures | Seminar | Tutorials | Clinical tutorials | Other forms of study | Individual student work | Total hours | ECTS | Semesters    | Elective |
|-------|------------------------|-----------------------------------------------|--------------------------------|----------|---------|-----------|--------------------|----------------------|-------------------------|-------------|------|--------------|----------|
| 1.    | 0060898                | COMPANY LAW                                   | Valentina Franca               | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 1st semester | no       |
| 2.    | 0573695                | PROJECT MANAGEMENT                            | Žiga Kotnik                    | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 2nd semester | no       |
| 3.    | 0060900                | PERSONNEL MANAGEMENT                          | Tatjana Kozjek                 | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 1st semester | no       |
| 4.    | 0060901                | CREATIVITY AND INNOVATION IN ADMINISTRATION   | Sabina Bogilović               | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 1st semester | no       |
| 5.    | 0573698                | BUSINESS PROCESS MANAGEMENT AND REENGINEERING | Anamarija Leben                | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 2nd semester | no       |
| 6.    | 0060903                | PUBLIC PROCUREMENT AND PUBLIC TENDERS         | Tina Sever, Veronika Petkovšek | 45       |         | 30        |                    | 45                   | 60                      | 180         | 6    | 1st semester | no       |
| 7.    | 0060896                | STUDENT PLACEMENT                             | Žiga Kotnik                    | 10       |         |           |                    | 200                  | 30                      | 240         | 8    | 2nd semester | no       |
| 8.    | 0060897                | DIPLOMA THESIS                                |                                |          |         |           |                    |                      | 300                     | 300         | 10   | 2nd semester | no       |
| 9.    | 0573702                | IZBIRNI PREDMET 2                             |                                | 20       |         |           |                    | 90                   | 70                      | 180         | 6    | 1st semester | yes      |
| 10.   | 0070601                | IZBIRNI PREDMET 3                             |                                | 20       |         |           |                    | 90                   | 70                      | 180         | 6    | 2nd semester | yes      |
| Total |                        |                                               |                                | 320      | 0       | 180       | 0                  | 650                  | 830                     | 1980        | 66   |              |          |

študent izmed šestih obveznih predmetov predmetov izbere pet