NATIONAL AVIATION UNIVERSITY EDUCATIONAL AND SCIENTIFIC LEGAL INSTITUTE

Department of Criminal Law and Process

   GUIDELINES on course work

on discipline "Criminal Law"

  for students of 3 courses

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(scientific degree, academic rank, teacher's name)

Considered and approved

at the meeting of the criminal department

rights and process

Minutes No. \_\_\_\_ from "\_\_\_" \_\_\_\_\_ 20\_\_r.

Head of Department

1. DEMAND AND APPOINTMENT OF COURSE WORK. GENERAL REQUIREMENTS FOR WRITING

* 1. Understanding and the purpose of course work Coursework is a qualification written work of a student in a discipline that is provided by the curriculum as a compulsory component of the learning process. Coursework is credited as a separate module and is subject to all the provisions of the Regulations on the rating system for assessing the success of students.

1.2.General requirements for writing course work

1.2.1. The process of preparation of course work can be divided into the following stages: the choice of the theme of the course work; drawing up a plan of course work; collection and analysis of sources necessary for writing course work; writing and design course work.  
1.2.2.Course work must meet the following requirements: - to be focused, that is, devoted to the study of one problem; - logically and consistently structured in content; - to be distinguished by the depth of research and completeness of coverage of certain issues; - persuasiveness of the argumentation of the stated thoughts; - the accuracy and conciseness of the wording, the specificity of the presentation of the material; - the validity of conclusions and recommendations; - the literacy of the search engine; - ability to work with scientific and monographic, legal sources on the research subject.

1.3. Acquisition and approval of the theme of the course work

1.3.1. Thematics of course papers is composed by the leading teachers of departments in accordance with the curriculum and work curriculum in the direction of preparation 6.030402 "Jurisprudence", specialty 7 / 8.060101 "Jurisprudence" and approved at the meeting of departments. The above list is not exhaustive. A student has the right to propose his or her subject with justification of expediency of its research and to apply for its approval by the head of the department.

1.3.2. Each student has a scientific supervisor for the purpose of the department, which provides scientific and consulting guidance to the student's work.

1.4. Organizational requirements for course work

1.4.1. Coursework is done in Ukrainian. Amount. Depending on the form of the course work, the optimum requirements for the volume are 25-30 printed pages. Recommended guidelines refer to the main text of the course work and do not apply to the list of sources used and to the annexes. Deviations from these guidelines within 20 per cent are allowed. If the volume of course work exceeds the specified limits, the supervisor can mark this as a drawback. If the volume of course work is less than 25 pages, such work is generally not allowed to be protected.

Form of execution. Course work is performed on standard sheets of paper (A4 - 210mm x 297mm), with the text only on one side of the sheet, and subject to the relevant technical requirements for the placement of the text and the established rules for references to the source (see Appendix E). Pages of course work, beginning with the introduction, should be numbered.

Under certain rules (see Appendix B) the title page of the course work is issued. At the end of the work, after the list of used sources, the student must put the date of its actual completion and a personal signature.

1.5. Term of submission and review of course papers

1.5.1.Terminal submission of course papers. The deadline for submitting and reviewing coursework is determined by the Regulations on the rating system for the assessment of the students' progress in the course work and approved at the session of the department. The chair accepts coursework for review in accordance with the Regulations, that is, one month before the beginning of the exam session. The completed coursework must be submitted in due time for review.

2. Execution of course work

2.1. In accordance with the developed and agreed with the manager of the plan, the student clearly and logically highlights each issue. At the same time he, as a rule:

1) provides and considers different views on controversial issues by individual scientists and practitioners;

2) determine its position on controversial issues, supporting one

or several of the points of view expressed or formulating their own point of view, with the indication of the appropriate arguments;

3) analyze the relevant provisions of normative acts or primary sources;

4) supports or makes suggestions on improving the legislation and improving the practice of its application;

5) form other proposals of a special legal, technical, legal or theoretical nature.

2. 2. The result of this work must be the final version of the course work, agreed with the manager and executed in accordance with the established requirements. Together with the supervisor's response, he is submitted to the department and registered in the journal.

3. PROTECTION OF COURSE WORK

3.1. The protection of course work is carried out before the beginning of the examination and examination session at the department in the presence of the commission, the group's students, the scientific supervisor and takes place according to a certain procedure, which provides: - the student's presentation (up to 5 - 7 minutes), which reports the main achievements of the course work and indicates the difficulties or problems faced by the student during the writing of the course work; - answers to the questions of the scientific supervisor or the reviewer and the present; - performance of the reviewer; - assessment of course work, taking into account the procedure for its protection. The student's answers must be specific, meaningful, concise and scientifically sound.

3.2. The results of the protection of course work are estimated by the modular rating system. The score is entered into the student's student book.

Students who have not completed or failed to defend course work are not allowed for semester control.

3.3. Consequences of defense by students of course work annually are heard at the session of the department.

Coursework is stored at the department for one year, then written off in the prescribed manner. Works with a scientific and practical value are recommended by the department for writing a thesis degree on this topic.