

Title of the Course	CIVIL PROCEDURE LAW		
Amount in credit points/ECTS)	3/ 4,5	Volume (in hours)	120
Grounding	State and Law Theory. Civil Law		
Science Sector	Legal Science		
Science Subsector	Civil Law		
Summary of academic hours		Amount (academic hours)	
Distance learning		60	
Contact hours / video lessons		12	
Exercises, self – assessment questions and tests		16	
Individual work/ discussions in distance		30	
Exams/tests		2	
1. level professional study programme	Law		
Author(s) of the course	Mg. iur. Nikolajs Ozolins		
Lecturer(s) of the course	Mg. iur. Jolanta Dinsberga		
Goal of the course:	To ensure the students with the necessary knowledge, skills and competences regarding Civil Procedure Law. To introduce students with the principles, rules of civil procedure law and differences between other legal procedural disciplines. To improve the knowledge of the students about the procedural and civil areas, to introduce students with the terminology of the field. To prepare students for working with civil procedural documents.		
Requirements for obtaining credit points (structure of course evaluation):	<u>The final evaluation is calculated:</u> Moodle discussion/task – 30% Exam – 70% <i>For obtaining final evaluation, both activities should hold successful evaluation – not below 4 points.</i> <i>Final evaluation is the average grade in 10-point system, in proportion of percentage distributed amongst both activities</i>		
Study Results			
<ol style="list-style-type: none"> 1. <i>Knowledge</i> <ol style="list-style-type: none"> 1.1. As a result of the course, students will obtain knowledge and understanding about the characteristics, form, structure and functions of a state, subject of law theory, kinds of legal norms and their application stages, interpretation methods and realisation of legal norms. 2. <i>Skills</i> <ol style="list-style-type: none"> 2.1. By successfully mastering this course, students will obtain skills to analyse practical legal problem-situations, will be able to formulate the legal problem of the situation, to prepare simple application to a court, as well as to apply the appropriate norms of civil procedure law. 3. <i>Competences:</i> <ol style="list-style-type: none"> 3.1. To evaluate legal texts by using them during the analytical work; 3.2. To argument and present legal conclusions; 3.3. To be able to do work tasks; 3.4. To use the methods of legal norm interpretation and to apply legal norms during solving specific legal situations. 			

Content of the Course

No.	Subjects	Contact hours/ video audio lessons	Distance learning	Exercises, self- assessment questions and tests	Individual work/ discussions in distance	Exams/tests
1.	Civil procedure law as social science. General provisions of civil procedure law	12	4	1	3	2
2.	Civil procedural legal relationships. Principles and form of civil procedure law		6	1	4	
3.	Exposure and jurisdiction of civil disputes		4	1	2	
4.	Civil procedural relationships and their participants		6	1	2	
5.	Evidence		6	2	3	
6.	Litigation before the court of first instance		6	2	2	
7.	Appellate proceedings		6	1	2	
8.	Cassations proceedings		6	1	2	
9.	Appeal of court decisions and review of cases due to newly discovered circumstances		2	1	2	
10.	Execution of court judgments		8	2	3	
11.	Legal framework of arbitration courts		4	2	3	
12.	Foreign court decisions and court enforcement		2	1	2	
TOTAL:		12	60	16	30	2
120						
Mastering the course and successfully passing examination, student is capable of (knowledge, skills and competencies)						
Study Results:		Evaluation Criteria				

	(40-69%)	(70-89%)	(90-100%)
Knowledge			
Know the essence and terms of civil procedure law	Have general knowledge, but cannot answer each question and meaning to explain in more details and defend opinion	Have good knowledge, able to explain in details each question and meaning about the essence of civil procedure law, however cannot justify own opinion	Have excellent knowledge, able to explain each question and meaning of civil procedure law in details and justify own opinion
Know topicalities in the area of civil procedure law	Have general knowledge about the topicalities, however cannot provide with explicit commentaries	Have good knowledge about the topicalities, able to provide with explicit commentaries, however cannot justify own opinion about the topicalities and understand their meaning	Follow up with changes in legislative acts, topicalities in Latvia and in the world. Able to provide with logical and justified opinion about what is happening.
Know the regulatory enactments, principles, methods and stages of drawing up documents	Have superficial knowledge about regulatory enactments for drawing up documents, writing principles, methods and stages	Have partial knowledge about regulatory enactments for drawing up documents, writing principles, methods and stages	Have knowledge about regulatory enactments for drawing up documents, writing principles, methods and stages
Skills			
Are able to demonstrate understanding about the most important concepts and correlations of civil procedure law	Lack of understanding about the most important concept and correlations	Understand the most important concepts, however have difficulties with seeing correlations	Understand the most important concepts and correlations
Able, based on arguments, to discuss about the topical issues and problems of civil procedure law	Lack skills of discussion about the topicalities and problems, cannot defend their opinion, cannot identify the existing problems in the civil procedure law area	Able to discuss over the topicalities and problems, however have difficulties to justify the opinion	Based on arguments, able to discuss about the topicalities and problems, to formulate and justify own opinion
Able to find a solution for the problem regarding the civil procedure law by applying legislative acts, court practice and doctrine	The problem-situation has been evaluated, given overall solution without wider reasoning, references or partial references to court practice and/or doctrine	Problem-situation has been evaluated, supporting legislative acts have been chosen, regulatory norms, applied, court practice and/or doctrine used, however full explanation of the chosen legislative acts and application consequences has not been provided	Problem-situation has been evaluated, supporting legislative acts have been chosen, regulatory norms, applied, full explanation of the chosen legislative acts and application consequences has been provided, arguments supported by court practice and doctrine
Able to analyse and certify legal transaction documents and	Document developed / certified, but only	Document developed / certified, legal terms	Document developed / certified precisely and

the law enforcement acts	partially used legal terms, the contents of the document are inaccurate (contains many imperfections)	used, the contents of the document are inaccurate (contains only minor imperfections)	correctly (contains all the necessary parts, legal terminology used)
Are able to summarise work shortly and precisely, to present the results in different ways, to argument and explain legal conclusions	Have difficulties with summarising work results and presenting it to others, can argument and explain legal conclusions only superficially	Able to summarise work results, however have difficulties to present them in a manner understandable to others, able to argument and present the legal conclusions in a manner understandable to others	Able to present the result of the work shortly, precisely, in a manner understandable to others, are able to argument and justify legal conclusions
Competences			
Are able to find the necessary information independently, to analyse it and select the most important in order to obtain the understanding about the specific part of civil procedure law	There are difficulties to find the necessary information independently, to select the most important and to analyse it	Able to select the necessary information, however have difficulties with selecting the most relevant and to analyse it	Are able to find all the necessary information and to select the most relevant and to analyse it
Able to analyse the situation in the area of civil procedure law basing on the publicly available information and by using research methods, as well as to identify problems independently	Understanding of the situation to be analysed is not complete, difficulties using research methods as well as identifying problems	Able to analyse the situation independently by using research methods, able to identify problems, however lack deepened understanding of the situation and problems	Able to analyse the situation independently by using research methods, able to identify problems
Able to find a solution to a specific problem regarding civil procedure law by preparing legally correct solution, based on legislative acts, court practice, judicature	Have difficulties to identify problem solutions, have overall understanding, however lack of sequential preparation of the solution, application of court practice and judicature	Able to offer a solution to the identified problem, however have difficulties with preparing a legally correct solution. Good justification with legislative acts, court practice, however there are some elements missing	Able to offer a solution to the identified problem, able to prepare a solution based on legislative acts, court practice and judicature

Acknowledgement of the obtained study results

Study Results	1.1.	2.1.	3.1.-3.4.
Evaluation Method			
Moodle discussion/task	X	X	X
Exam	X	X	X

Core Literature

1.	Civilprocesa likuma komentari I (sections 1.-28.), Aigars G., Rozenbergs J., Torgans K., Riga: Tiesu namu agentura, 2011, 546 p.
2.	Civilprocesa likuma komentari II (sections 29.-60.) Prof. K.Torgana zinātniskā redakcija. - Riga:

	Tiesu namu agentura, 2012, 1031 p.
3.	Civilprocesa likuma komentari. Part III (sections 61.-86.). Prepared by autoru kolektivs. Prof. K.Torgana zinātniskā redakcija. -Rīga: Tiesu namu agentura, 2014, 618.p.
4.	Latvijas Republikas Augstākās tiesas Senāta Civillietu departamenta spriedumi un lēmumi 1997. R., Tiesu namu agentura. 1998. And editions from further years.
5.	Bukovskis V.R. Civilprocesa Students Book. Author's edition, 1933.
6.	Licis A. Prof. K.Torgana zinātniskā redakcija. Prasības tiesvedība un pierādījumi. Student's book for legal science students. – Rīga: Tiesu nama agentura, 2003, 127 p.
Additional Literature	
1.	Torgans K. Civiltiesību, komerciesību un civilprocesa aktualitātes. Articles 1999–2008. Rīga: Tiesu namu agentura. 2009, 667 p.
2.	Cakste K. Civilprocess. Rīga: Limited Company, SIA, 2016. 175 p.
3.	Verlag C.H. Beck. Zivilprozeßordnung mit Gerichtsverfassungsgesetz, den Einführungsgesetzen un europarechtlichen Vorschriften. Kommentar. 25., nebearbeitete Auflage., München, 2003., 2000 Seiten.
4.	European civil practice. - London: Thomson/Sweet & Maxwell, 2004.
Recommended Periodicals	
1.	www.juristavards.lv
2.	www.lvportals.lv
3.	www.manas.tiesas.lv
4.	www.advokatura.lv