

**UNIOS University Unit: Catholic Faculty of Theology in Đakovo****COURSES OFFERED IN FOREIGN LANGUAGE  
FOR ERASMUS+ INDIVIDUAL INCOMING STUDENTS**

<b>Study program</b>	STUDY OF PHILOSOPHY AND THEOLOGY						
<b>Study level</b>	MA						
<b>Course title</b>	PARISH ADMINISTRATION						
<b>Course code</b>	CFT - 95498						
<b>Learning outcomes</b>	After successfully completing the course, the student will be able to: 1. Identify the types of church documents. 2. Fill out certain church documents. 3. Write a valid response to inquiries of the parties. 4. Correctly keep all parish books and records. 5. Maintain written correspondence between ecclesiastical legal persons.						
<b>The link between learning outcomes, teaching methods and evaluation</b>	<b>Teaching activity</b>	<b>ECTS</b>	<b>Learning outcome</b>	<b>Student activity</b>	<b>Methods of assessment</b>	<b>Points</b>	
						<b>min</b>	<b>max</b>
	Lecture attendance and active involvement	1	1-4	Presence at classes and active participation	Records	20	30
	Continuous assessment	0.5	1-4	Preparation for the written exam	Written exam	15	20
	Final exam	0.5	1-4	Revision	Oral exam	20	50
	Total:	2				55	100
<b>Class hours per week/Semester</b>	1/WS						
<b>Teaching language (min. 5 students)</b>	Italian, English						
<b>Language of consultation</b>	Italian, English, German, Spanish						
<b>Course director</b>	Zdenko Ilić						