



LAWS3300

Administrative Law

Session 2, In person-scheduled-weekday, North Ryde 2026

Macquarie Law School

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General Information

Unit convenor and teaching staff

Convener, Lecturer, Tutor

Danielle Moon

Contact via Message via Ilearn Only

Weeks 0-6. See Ilearn page.

Convener, Lecturer, Tutor

Catherine Greentree

Contact via Message via Ilearn Only

Weeks 7-13. See Ilearn page

Credit points

10

Prerequisites

LAW314 or LAWS3000

Corequisites

Co-badged status

Unit description

This unit provides a basic introduction to administrative law. It covers access to information (including the provision of reasons for decisions, freedom of information, and privacy), merits review, and judicial review, as well as considering varying theories, overarching concepts and doctrines, and statutory interpretation.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

ULO1: Apply knowledge of the basic mechanisms and principles of administrative law (merits review, judicial review, Freedom of Information, natural justice, errors of law).

ULO2: Demonstrate competence in the skill of statutory interpretation

ULO3: Evaluate administrative law principles and doctrines, assessing deficiencies and strengths in Australian administrative law - both historical and current.

ULO4: Contextualise administrative law within the government, legal and constitutional frameworks

ULO5: Communicate, interact and collaborate professionally and effectively in verbal and non-verbal contexts across diverse settings.

ULO6: Work independently, meet deadlines, take initiative and be adaptable to diverse and changing environments.

General Assessment Information

All written assessments submitted electronically must be submitted through the link provided in iLearn.

This unit will utilise Turnitin plagiarism detection software. Students should carefully check that they submit the correct file for an assessment, as re-submissions will not be accepted after the due date and time, including instances where students upload an incorrect file in error.

The design, moderation and feedback of all assessments is in accordance with the Macquarie University Assessment Procedure (link provided under 'Policies and Procedures' below).

Late Submission Policy

A maximum penalty of five (5) percentage points of the total possible marks will be applied per day to late submissions, for up to a maximum of seven calendar days. Tasks that have not been submitted within the maximum number of additional late days will receive a mark of zero. This provision does not apply to online exams or other assessments with a time limit of less than 24 hours. Penalties for late submission will be applied consistently and equitably to all students enrolled in the unit.

Where short-term, serious and unavoidable circumstances have affected their ability to submit an assessment task, a student must submit a formal application for Special Consideration as per the Special Consideration Policy. Students should not request an informal arrangement from their tutor, lecturer or Unit Convenor. Where an application for Special Consideration is approved, and the outcome is an extension to the due date of a task, submissions that are received after the new due date will be subject to late penalties that are calculated from the new due date. This only applies where the outcome is an extension to the due date – see the Special Consideration Policy for a schedule of all possible outcomes.

Special Consideration

Students should submit applications for Special Consideration electronically via the Service Connect portal, along with the supporting documentation. Before submitting their applications, students should refer to the Special Consideration Policy (link provided under 'Policies and Procedures' below).

Assessment Tasks

Name	Weighting	Hurdle	Due	Groupwork/Individual	Short Extension	AI Approach
Exam	50%	No	Exam Period	Individual	No	Observed
Professional Skills	20%	No	Weekly/Ongoing	Individual	No	Observed
Professional Skills	30%	No	15/09/2026	Individual	Yes	Open

Exam

Assessment Type ¹: Examination

Indicative Time on Task ²: 35 hours

Due: **Exam Period**

Weighting: **50%**

Groupwork/Individual: Individual

Short extension ³: No

AI Approach: Observed

An invigilated exam held in the formal examination period. The exam may cover any or all topics and materials covered in the unit.

On successful completion you will be able to:

- Apply knowledge of the basic mechanisms and principles of administrative law (merits review, judicial review, Freedom of Information, natural justice, errors of law).
- Demonstrate competence in the skill of statutory interpretation
- Contextualise administrative law within the government, legal and constitutional frameworks
- Communicate, interact and collaborate professionally and effectively in verbal and non-verbal contexts across diverse settings.
- Work independently, meet deadlines, take initiative and be adaptable to diverse and changing environments.

Professional Skills

Assessment Type ¹: Professional task

Indicative Time on Task ²: 0 hours

Due: **Weekly/Ongoing**

Weighting: **20%**

Groupwork/Individual: Individual

Short extension ³: No

AI Approach: Observed

Students will engage in classroom activities including mootings, presentations or demonstrations, structured discussion and problem solving, doctrinal analysis, simulated client consultations, and collaborative legal research. Through these activities students will develop skills in oral advocacy, legal analysis, critical reasoning, teamwork and team leadership, and/or strategic problem-solving. These activities are designed to strengthen students' ability to communicate legal concepts verbally and engage professionally within a supportive learning environment.

On successful completion you will be able to:

- Apply knowledge of the basic mechanisms and principles of administrative law (merits review, judicial review, Freedom of Information, natural justice, errors of law).
- Demonstrate competence in the skill of statutory interpretation
- Evaluate administrative law principles and doctrines, assessing deficiencies and strengths in Australian administrative law - both historical and current.
- Contextualise administrative law within the government, legal and constitutional frameworks
- Communicate, interact and collaborate professionally and effectively in verbal and non-verbal contexts across diverse settings.
- Work independently, meet deadlines, take initiative and be adaptable to diverse and changing environments.

Professional Skills

Assessment Type ¹: Professional task

Indicative Time on Task ²: 30 hours

Due: **15/09/2026**

Weighting: **30%**

Groupwork/Individual: Individual

Short extension ³: Yes

AI Approach: Open

An assessment on professional skills and knowledge relevant to the unit. This could be a legal or policy brief, a report, an essay, a law reform proposal, legal pleadings or other related professional task. This assessment may require students to prepare a response through research and adhere to discipline-specific scholarly conventions.

On successful completion you will be able to:

- Apply knowledge of the basic mechanisms and principles of administrative law (merits review, judicial review, Freedom of Information, natural justice, errors of law).
- Evaluate administrative law principles and doctrines, assessing deficiencies and strengths in Australian administrative law - both historical and current.

- Contextualise administrative law within the government, legal and constitutional frameworks
 - Communicate, interact and collaborate professionally and effectively in verbal and non-verbal contexts across diverse settings.
 - Work independently, meet deadlines, take initiative and be adaptable to diverse and changing environments.
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¹ If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- [Academic Success](#) for academic skills support.

² Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation.

³ An automatic short extension is available for some assessments. Apply through the [Service Connect Portal](#).

Delivery and Resources

Lectures and Tutorials

Each week, there will be one live lecture and one recorded lecture, both of which will be available on Echo. The lectures will take place **Week 1 to Week 12**. The schedule of topics to be covered in the lectures, and notes on required readings, will be available in detail on iLearn.

Weekly one hour **face-to-face tutorials** begin in **Week 2 and finish in Week 13**. Preparation questions for each tutorial will be available on the iLearn page for the unit. **There is no tutorial in Week 1.**

This unit is worth 10 credit points, which equates to 150 hours of work. Therefore, students should expect to commit an average of 10-12 hours per week to this unit, including all scheduled and unscheduled activities and preparing and executing the assessment tasks.

Resources

There is one required text for this unit:

***Government Accountability: Australian Administrative Law*, Judith Bannister, Anna Olijnk and Stephen McDonald, (Cambridge, Third Edition)**

We have arranged a 20% discount for books (both print and digital) purchased directly from Cambridge University Press. Free shipping is also available.

If you purchase directly via the Cambridge University Press and Cambridge Aspire websites, use discount code **MAC20** for 20% off the RRP of the print or eBook and free shipping within Australia.

Please see iLearn for details of materials permitted in exams that may affect your decision about whether to purchase a digital or print copy of the textbook.

Additional readings will be accessible through iLearn.

Students require access to a computer, internet with decent speed and a secure/reliable server. The iLearn page contains all Unit requirements and a weekly schedule for teaching, readings and tutorials. Information about all assessment tasks is also available on iLearn.

Unit Schedule

The weekly schedule of topics and readings will be set out in detail on iLearn and in the Leganto reading list. As an overview, the unit will cover the following topics:

Introduction to Administrative Law Purpose, Values, and Constitutional Context

The Powers of the Executive, Administrative Decision-Making, and Delegated Legislation

Oversight and Investigation - Parliament, the Ombudsmen, and Other Oversight Bodies

Government Transparency - Access to Information and Public Sector Whistleblowing

Review on the Merits - General Principles

Review on the Merits - the Administrative Review Tribunal

Introduction to Judicial Review - Common Law Review and Statutory Frameworks

Limits on Judicial Review - Standing, Privative Clauses, Justiciability, and Matter

Jurisdictional Error and Non-Jurisdictional Error - The Grounds of Review

Law, Fact and Evidence, and Jurisdictional Fact

Procedural Fairness/Natural Justice

Statutory Purpose, Relevant Considerations, Unreasonableness, Fraud, and Bad Faith

Judicial Review Remedies

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://policies.s.mq.edu.au\)](https://policies.s.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Assessment Procedure](#)
- [Complaints Resolution Procedure for Students and Members of the Public](#)

- [Special Consideration Policy](#)

Students seeking more policy resources can visit [Student Policies \(https://students.mq.edu.au/support/study/policies\)](https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au) and use the [search tool](#).

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/student-conduct>

Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit connect.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Academic Success

[Academic Success](#) provides resources to develop your English language proficiency, academic writing, and communication skills.

- [Ask a Study Coach](#)
- [Access StudyWISE](#)
- [Upload an assignment to Studiosity](#)
- [Complete the Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

Student Services and Support

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study
- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)
- [Student Advocacy](#) provides independent advice on MQ policies, procedures, and processes

Student Enquiries

Got a question? Ask us via the [Service Connect Portal](#), or contact [Service Connect](#).

IT Help

For help with University computer systems and technology, visit <https://students.mq.edu.au/support/technology/service-desk>.

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.

Unit information based on version 2026.07 of the [Handbook](#)