Ministry of Education and Science of Ukraine

V. N. Karazin Kharkiv National University

Department of Civil Law Disciplines

«APPROVE»

Dean of the Faculty of Law

Vitalii SEROHIN

"31" _____ 2026

WORK PROGRAM OF THE ACADEMIC DISCIPLINE

CIVIL PROCESS

level of higher education - first (bachelor's)

field of knowledge - 29 International Relations

specialty - 293 International Law

Educational program - International Law

type of discipline - mandatory

Faculty - Law

2026 / 2027 academic year

The program has been recommended for approval by the Academic Council of the Faculty of Law

31, 2026, Protocol No. 1

PROGRAM DEVELOPERS:

Voloshchenko O.M., Candidate of Law, Associate Professor, Associate Professor of the Department of Civil Law Disciplines, Faculty of Law, V.N. Karazin Kharkiv National University.

The program was approved at a meeting of the Department of Civil Law Disciplines of the Faculty of Law

Protocol No. 1 of August 28, 2026

Head of the Department
of civil law disciplines Olena USTYMENKO

The program has been approved by the guarantor of the educational and professional program of the first (bachelor's) level of higher education in the specialty «International Law»

Guarantor of the educational and professional program
first (bachelor's) level of higher education «International Law»
Candidate of Law, Associate Professor Yevhen TITOV

The program was approved by the scientific and methodological commission of the Faculty of Law

Minutes of August 31, 2026, No. 1

Head of the Scientific and Methodological Commission
Faculty of Law Hanna ZUBENKO

INTRODUCTION

The curriculum of the academic discipline «Civil process» is compiled in accordance with the educational and professional program for training bachelors in the specialty 293 International Law.

1. Description of the academic discipline

1.1. The purpose of teaching the academic discipline is to teach students to correctly interpret and apply the norms of civil procedural law; to use the data of the science of civil procedural law to solve professional problems; to evaluate evidence in a civil case; to understand the content of procedural institutions, resolutions of the plenums of the Supreme Court; to prepare a qualified specialist in the interpretation, analysis of the norms of civil procedural law and their practical application in resolving specific court cases.

1.2. The main objectives of studying the discipline are to identify and analyze legal problems, form and justify legal positions, and apply the acquired knowledge in practical situations.

1.3. Number of credits – 4

1.4. Total number of hours – 120

1.5. Characteristics of the academic discipline	
Regulatory	
Full-time study	Correspondence (distance) form of study
Year of preparation	
3rd	3rd
Semester	
5th	5th
Lectures	
32 hours	8 hours
Practical, seminar classes	
32 hours	4 hours
Laboratory classes	
Independent work	
56 hours	1 08 hours
Individual tasks	
10 hours	10 hours

1.6. List of competencies formed by this discipline:

ZK 01. Ability for abstract thinking, analysis and synthesis.

ZK 02. Ability to learn and master modern knowledge.

ZK 05. Ability to search, process and analyze information from various sources.

SK07. Ability to provide legal opinions and consultations on issues of international public and international private law, European Union law, national law of Ukraine and the law of other states; predict and assess legal risks of foreign policy and foreign economic initiatives and ways to minimize them.

SK08. Ability to discuss and debate 3 international legal and general legal issues, prepare cases for consideration in Ukrainian, foreign, international courts and arbitrations.

SK12. Ability to solve complex specialized tasks and problems in international legal and national legal activities.

1.7. List of learning outcomes that this discipline forms:

RN 05. Carry out a comparative analysis of legal systems, evaluate and argue their shortcomings and advantages, find and interpret relevant foreign legislation, provide advice on its content and application practice, assess and minimize the risks of legally significant actions, taking into account the plurality of legal systems and jurisdictions.

RN 06. Provide legal support for the protection of rights, defending the interests of individuals and legal entities, and the national interests of the state of Ukraine using international and national legal mechanisms in the field of international public and international private relations.

RN 07. Use the practice of the European Court of Human Rights, other international judicial and arbitration bodies, international organizations and other treaty bodies, theoretical knowledge of international law and national law to substantiate and defend one's own position, protect the interests of the client, and for other professional purposes.

RN 10. Communicate freely on professional issues in the state and foreign language(s) orally and in writing, use legal terminology professionally.

RN 15. Use modern digital technologies, collect from various sources, systematize and analyze information on international and national legal processes and phenomena.

1.8. Prerequisites: Theory of State and Law. Civil Law.

2. Thematic plan of the academic discipline

Section 1. General part

Topic 1. General provisions of civil procedure

Civil procedural procedure for protecting property and personal non-property rights and interests of citizens and organizations protected by law. Judicial power in Ukraine. Justice and civil proceedings. Concept, subject and method and system of civil procedural law. Sources of civil procedural law.

Topic 2. Principles of civil procedural law

The concept of principles of civil procedural law. System of principles of civil procedural law. Characteristics of individual principles of civil procedural law. The principle of adversarial nature of the parties in civil proceedings. The principle of dispositivity in civil proceedings. The principle of publicity in civil proceedings. The principle of procedural publicity of the parties.

Topic 3. Participants in the trial.

Participants in the trial: concept, types, rights and obligations. Subjects of civil procedural legal relations and their classification. Civil procedural legal capacity and capacity. The court as a subject of civil procedural legal relations. Composition of the court. Grounds for the disqualification of judges. Persons participating in the case and other participants in the process as subjects of civil procedural legal relations. The concept and composition of persons participating in the case. Rights and obligations of persons participating in the case. The concept of parties in civil proceedings. Procedural rights and obligations of the parties. Procedural co-participation. Types of co-participation. Necessary and optional co-participation. Procedural rights and obligations of co-participants. The concept, conditions and procedure for replacing an improper party. Consequences of replacing an improper party. Procedural succession (the concept and conditions for the successor's entry into the process). The difference between replacing persons in a process in the order of succession from replacing persons in the order of replacing an improper party with a proper one. The concept of third parties in civil proceedings. Their procedural rights and obligations. Grounds and procedural procedure for involving (joining) third parties. Third parties who declare independent claims. Cancellation of third parties who declare independent claims from the original plaintiffs and co-plaintiffs. Third parties who do not declare independent claims on the subject of the dispute. Cancellation of third parties who do not declare independent claims on the subject of the dispute from co-participants (co-plaintiffs, co-defendants). Participation of third parties in a labor case.

Topic 4. Civil jurisdiction and jurisdiction of civil cases.

The concept of jurisdiction. Judicial jurisdiction of civil cases (concept, meaning). Types of

jurisdictions. The concept and types of jurisdictions. Generic jurisdiction of civil cases. Territorial jurisdiction of civil cases. Consequences of violation of jurisdiction. Grounds and procedure for transferring a case to another court.

Topic 5. Procedural deadlines and court costs.

Concept and types of procedural terms, their calculation. Extension and renewal of procedural terms. Terms of judicial activity, their nature. Concept and types of court costs. Exemption from payment of court costs. Distribution and reimbursement of court costs.

Topic 6. Proof and evidence in civil proceedings

The concept and purpose of proof in civil proceedings. The limits of proof in civil proceedings. The concept of judicial evidence. The concept of means of proof in civil proceedings. The subject of proof. Determination of the subject of proof in specific civil cases. Facts that do not require proof. Distribution of the burden of proof between the parties. Legal presumptions (concept, meaning). Relevance of evidence and admissibility of means of proof. Classification of evidence. Explanations of the parties and third parties. Testimony of witnesses, the procedure for their examination. Written evidence. Documents produced on computer technology as means of proof in civil proceedings. Minutes of the court session as a type of written evidence. Material evidence. The procedure for examining material evidence at its location. Expert opinion. Expert examination in civil proceedings. Court orders, the procedure for their issuance and execution. Securing evidence. Grounds and the procedure for securing evidence. Preventive measures: types, grounds and procedure for use. Termination of preventive measures. Compensation for damage caused by the adoption of preventive measures. Evaluation of judicial evidence.

Topic 7. Procedural documents in civil proceedings

The concept and essence of claim proceedings. The right to judicial protection. The concept of a claim and its elements. Types of claims. The right to file a claim. Prerequisites for the right to file a claim. Procedure for filing a claim. Conditions for exercising the right to file a claim . Statement of claim and its details. Joining and separating several claims. The right to judicial protection of the defendant. Counterclaim. Settlement agreement. Amendment of the claim. Waiver of the claim. Recognition of the claim.

Section 2. Special part

Topic 8. Litigation

Initiation of a civil case. Substantive and procedural consequences of initiating a civil case. Grounds for refusal to accept an application. Legal consequences of a court's refusal to accept an application. Content and procedure for preparing civil cases for trial. Assignment of a case for trial. Court summons and notices.

Topic 9. Consideration of the case on the merits

The concept and meaning of the stage of consideration of the case on the merits. Court session. Procedure of the court session. Powers of the presiding judge in conducting the case. Preparatory part of the court session. Consideration of the case on the merits as part of the court session. Court debates. Procedure for adopting and pronouncing a court decision. Minutes of the court session. Comments on the minutes of the court session, procedure for their consideration. Grounds and consequences of postponing consideration of the case. Grounds and consequences of suspending the proceedings on the case. Ending the case without rendering a court decision. Closing the proceedings on the case. Leaving the application without consideration.

Topic 10. Decision of the court of first instance. In absentia consideration of cases.

The concept and types of court decisions. Requirements that a court decision must meet. The content of a court decision as a procedural document. Means of eliminating the shortcomings of the decision by the court that issued it. Additional decision. Clarification of the decision. Correction of typos

and obvious arithmetic errors in the decision. Legal force of the court decision. Immediate execution of the court decision. Decisions of the court of first instance. Types of decisions of the court of first instance. Procedure for consideration of the case in absentia. Conditions for conducting consideration of the case in absentia. Procedure for submitting an application for review of the court decision.

Topic 11. Injunction proceedings

The concept, legal nature and features of the institution of mandatory proceedings. The concept of mandatory proceedings. The concept and essence of mandatory proceedings and court order. Stages of mandatory proceedings. The concept of a court order and the conditions for its issuance.

Topic 12. Separate proceedings

General characteristics of individual proceedings in civil proceedings. Consideration of cases on recognition of a citizen as having limited legal capacity or incapacitated. Consideration of cases on recognition of a citizen as missing or declaring him dead. Judicial consideration of cases on adoption of children residing in the territory of Ukraine by citizens of Ukraine and foreign citizens. Consideration of cases on establishment of facts of legal significance.

Topic 13. Appeal proceedings

The essence of an appeal against decisions and rulings that have not entered into legal force. Subjects of appeal. Exercise of the right to appeal. Preparation for appellate consideration of the case. Assignment of the case for consideration in the court of appeal. Limits of consideration of the case by the court of appeal. Procedural procedure and terms of consideration of cases by the court of appeal. Grounds for rejection of an appeal, submission. Grounds for annulment of the decision, or adoption of a new decision. Grounds for rejection of a complaint, submission of the prosecutor against the decisions of the court of first instance. Decisions and decisions of the court of appeal and their validity.

Topic 14. Cassation proceedings

The essence of cassation review of court decisions. Subjects of appeal in cassation procedure. Exercise of the right to cassation appeal. Preparation of the case for cassation review. Procedural procedure and terms of consideration of the case by the court of cassation instance. Limits of consideration of the case by the court of cassation instance. Powers of the court of cassation instance. Binding nature of the conclusions and motives of the cassation instance. Decisions and rulings of the cassation instance. Validity of decisions, rulings of the court of cassation instance. Review of court decisions by the Supreme Court.

Topic 15. Proceedings in connection with newly discovered or exceptional circumstances

General characteristics of the review of decisions that have entered into force in connection with newly discovered circumstances. The concept of newly discovered circumstances and the grounds for reviewing decisions. The difference between newly discovered circumstances and new evidence. Persons who have the right to raise the issue of reviewing cases based on newly discovered circumstances. Courts that review cases based on newly discovered circumstances. Procedural procedure for reviewing cases based on newly discovered circumstances. Court rulings when reviewing cases based on newly discovered circumstances.

Topic 16. Judicial proceedings involving foreign citizens and organizations

The concept of recognition and enforcement of foreign court decisions in Ukraine. Recognition of a foreign court decision that is not subject to enforcement. Civil procedural status of foreign persons. Claims against foreign states and international organizations. Diplomatic immunity. Jurisdiction of Ukrainian courts over civil cases in disputes involving foreigners.

3. Structure of the academic discipline

Chapter and topic names	Number of hours	
	day uniform	correspondence form

	total	including					total	including				
		l	n	lab.	ind.	s. r.		l	n	lab.	ind.	s. r.
1	2	3	4	5	6	7	8	9	10	11	12	13
Section 1. General part												
Topic 1. General provisions of civil procedure	6	2	2			2	8	2				6
Topic 2. Principles of civil procedural law	7	2	2			3	8					8
Topic 3. Participants in the trial.	12	2	2			8	10	2	2			6
Topic 4. Civil jurisdiction and jurisdiction of civil cases .	8	2	2			4	8					8
Topic 5. Procedural deadlines and court costs	8	2	2			4	1 2	2	2			6
Topic 6. Proof and evidence in civil proceedings	12	2	2			8	8	2				6
Topic 7. Procedural documents in civil proceedings	6	2	2			2	8					8
Total under section 1	**59**	**14**	**14**			**31**	**6 0**	**8**	**4**			**48**
Section 2. Special part												
Topic 8. Litigation	7	2	2			3	6					6
Topic 9. Trial	7	2	2			3	8					8
Topic 10. Decision of the court of first instance. In absentia consideration of cases	7	2	2			3	6					6
Topic 11. Injunction proceedings	7	2	2			3	8					8
Topic 12. Separate proceedings	7	2	2			3	6					6
Topic 13. Appeal proceedings	7	2	2			3	6					6
Topic 14. Cassation proceedings	7	2	2			3	8					8
Topic 15. Proceedings in connection with newly discovered circumstances	7	2	2			3	6					6
Topic 16. Judicial proceedings involving foreign citizens and organizations	5	2	2			1	6					6
Together under section 2	**61**	**18**	**18**			**25**	**60**					**60**
Total hours	**120**	**32**	**32**		**10**	**56**	**120**	**8**	**4**		**10**	**1 08**

4. Topics of seminar (practical, laboratory) classes

No. salary	Topic name	Number of hours (day uniform)	Number of hours (correspondence) form)
1	Topic 1. General provisions of civil procedure	2	
2	Topic 2. Principles of civil procedural law	2	
3	Topic 3. Participants in the trial	2	2
4	Topic 4. Civil jurisdiction and jurisdiction of civil cases	2	

5	Topic 5. Procedural deadlines and court costs	2	2
6	Topic 6. Proof and evidence in civil proceedings	2	
7	Topic 7. Procedural documents in civil proceedings	2	
8	Topic 8. Litigation	2	
9	Topic 9. Trial	2	
10	Topic 10. Decision of the court of first instance. In absentia consideration of cases	2	
11	Topic 11. Injunction proceedings	2	
12	Topic 12. Separate proceedings	2	
13	Topic 13. Appeal proceedings	2	
14	Topic 14. Cassation proceedings	2	
15	Topic 15. Proceedings in connection with newly discovered or exceptional circumstances.	2	
16	Topic 16. Judicial proceedings involving foreign citizens and organizations	2	
	Together	**32**	**4**

5. Tasks for independent work

No. salary	Types and content of independent work	Number hours (day uniform)	Number hours (correspondence form)
1	Topic 1. General provisions of civil procedure (learn to understand the main categories of civil procedure, and know the sources of civil procedure)	2	6
2	Topic 2. Principles of civil procedural law (learn to describe the basic principles of civil procedure)	3	8
3	Topic 3. Participants in the trial (learn to reveal the complex of basic rights and obligations of participants in civil proceedings)	8	6
4	Topic 4. Civil jurisdiction and jurisdiction of civil cases (have knowledge on the delimitation of court jurisdiction based on territoriality, subjectivity and instance)	4	8
5	Topic 5. Procedural deadlines and court costs (learn to distinguish between the categories of "procedural terms" and "procedural deadlines"; learn to correctly calculate the amount of legal costs in civil proceedings)	4	8
6	Topic 6. Proof and evidence in civil proceedings (learn to correctly evaluate evidence in civil cases)	8	6
7	Topic 7: Procedural documents in civil proceedings (learn how to properly file a civil lawsuit)	2	8
8	Topic 8. Litigation (to know the procedural rights and obligations of the participants in the process at the stage of initiating a civil case)	3	6
9	Topic 9. Trial (to know the procedural status and rights of participants in civil proceedings during the trial on the merits of the case)	3	8
10	Topic 10. Decision of the court of first instance. In absentia consideration of cases (know the structure of the first instance court decision)	3	6
11	Topic 11. Injunction proceedings	3	8

	(to know the procedure for considering applications in the process of injunctive proceedings)		
12	Topic 12. Separate proceedings (understand the procedure for considering applications in the process of injunctive proceedings; learn how to prepare an application in the procedure of separate proceedings)	3	6
13	Topic 13. Appeal proceedings (learn how to file an appeal in a case; prepare for court debates at the appeal stage)	3	6
14	Topic 14. Cassation proceedings (learn how to file a cassation appeal)	3	8
15	Topic 15. Proceedings in connection with newly discovered or exceptional circumstances (to know the procedure for considering cases in connection with newly discovered circumstances)	3	6
16	Topic 16. Judicial proceedings involving foreign citizens and organizations (learn to understand the procedure for recognizing and enforcing foreign court decisions in Ukraine)	1	6
	Together	**56**	**110**

6. Individual tasks

The student independently completes written essays on the following topics:

1. The right to judicial protection under the Constitution of Ukraine.
2. Types of legal proceedings in civil cases.
3. Principles in civil procedure.
4. Persons involved in the case.
5. Parties in civil proceedings.
6. Participation of third parties in civil proceedings.
7. Legal representation in civil proceedings.
8. Jurisdiction of civil courts.
9. Statement of claim in civil proceedings.
10. Evidence in civil proceedings.
11. Expertise in civil proceedings.
12. The essence and meaning of the court decision.
13. Peculiarities of consideration of cases of separate proceedings.
14. Peculiarities of considering cases on establishing facts of legal significance.
15. Court consideration of cases on restriction of civil legal capacity of an individual, recognition of an individual as incapacitated and restoration of civil legal capacity of an individual.
16. Court consideration of cases on granting full civil capacity to a minor.
17. Court consideration of cases on declaring an individual missing or declaring him/her dead.
18. Court consideration of adoption cases.
19. Court consideration of cases on establishing facts of legal significance.
20. Court consideration of cases on recognition of the inheritance of a deceased person.
21. The right to appeal and the procedure for its implementation. Form and content of the appeal.
22. Consideration of a civil case by the court of appeal.
23. Powers of the appellate court
24. Procedure for considering a case in the court of cassation.
25. Grounds for annulment or amendment of a decision in cassation proceedings.
26. Powers of the cassation instance.
27. Appealing decisions of the court of first instance.
28. Recognition and enforcement of foreign court decisions

Requirements for writing an individual assignment

1. The language of writing is Ukrainian, in a scientific style;

2. The total volume of the work is 12-18 sheets of A-4 format, the text is placed on one side of the page;

3. text requirements: editor – Word; font – Times New Roman, black color, 14 point, 1.5 spacing; margins: top – 2 cm, bottom – 2 cm; left – 3 cm, right – 1.5 cm, book format, page numbering in the upper right corner;

4. mandatory references in the text of the assignment to the sources used: the number of the source in the list and the page number in it (if any) where the relevant information is stated are indicated in square brackets. The brackets are placed directly after the text to which the reference refers. For example: “the author believes that ... / the content of the thought is stated / [1, p. 2-3]”; the numbers “1” in this example are the numbers under which the specified works are placed in the list of sources used, “p. 2-3” are the page numbers;

5. references to scientific articles published in collections of scientific works, periodicals, etc. must include the author's surname and title of the work, title of the publication, year, issue number, and pages on which the work is located;

6. borrowing other people's ideas without citing the author is not allowed;

7. the provisions of the work must be formulated on the basis of current regulatory and legal sources;

8. For missing the submission deadline and the identity of the topics of the individual assignment, an additional 5 points are deducted.

The student selects regulatory material, scientific, educational and other special literature on the topic of the individual assignment independently. Outdated scientific and regulatory framework can be used in the test work only as a comparative element.

The topic of the individual assignment is chosen by the student according to the serial number in the list of topics below, and must coincide with the first letter of the student's surname in the Ukrainian alphabet (A – 1, B – 2, C – 3, D – 4, D – 5, E – 6, E – 7, Z – 8, Z – 9, I – 10, K – 11, L – 12, M – 13, N – 14, O – 15, P – 16, R – 17, S – 18, T – 19, U – 20, F – 21, X – 22, T – 23, Ch – 24, Sh – 25, Shch – 26, Yu – 27, Ya – 28).

7. Teaching methods

Three groups of teaching methods are used:

1. verbal - descriptive disclosure of educational material, explanation of the essence of the relevant phenomenon, concept, process, instruction on the features of the application of individual norms, checking the level of independent processing of educational material, etc.;

2. visual – demonstration of diagrams, tables, drawings (if available);

3. practical – the formation of skills and abilities in operating with legal categories, applying legal norms and using acquired knowledge when conducting seminar classes.

8. Control methods

Elements of problem lectures, a problem lecture with elements of discussion, elements of discussion (disputes, clashes of positions, deliberate aggravation and even exaggeration of contradictions in the discussed content material), individual tasks for independent work, independent work of a search nature, solving problem tasks, active learning methods (business game, role-playing, analysis of specific situations).

Current control (oral and written), control work, which is carried out in the form of complex tasks with tests and open questions (the total amount of points for correctly completed test tasks is 10 points) , credit (carried out by answering open questions or in the format of answering test tasks - 1 correct answer is equal to 1 point; the total amount of points is 40 points).

The maximum number of points that a student can score when taking the final test in an academic

discipline is 40. The maximum number of points that a student can score when studying an academic discipline is 100.

Questions that are submitted for current and final control

1. Civil procedural procedure for protecting property and personal non-property rights and interests of citizens and organizations protected by law.
2. The concept, features and general characteristics of justice in Ukraine.
3. The concept, subject, method and system of civil procedural law.
4. The concept of principles of civil procedural law.
5. System of principles of civil procedural law
6. The principle of the rule of law in civil proceedings.
7. The principle of adversarial relations between the parties;
8. The principle of dispositiveness of civil proceedings;
9. The principle of transparency of the judicial process
10. The concept and classification of participants in the legal process.
11. Rights and obligations of participants in the process (abuse of procedural rights)
12. Parties in civil proceedings.
13. Participation in the case of several plaintiffs or several defendants.
14. Participation in the case of a representative. Legal representatives.
15. Third parties in civil proceedings.
16. Assistant judge.
17. Court secretary.
18. Witness as a participant in a legal process.
19. Expert as a participant in the legal process
20. Legal expert as a participant in the trial
21. Specialist as a participant in the legal process
22. Translator in court proceedings
23. The concept and types of jurisdictions in civil proceedings.
24. Consequences of violating the rules of jurisdiction.
25. Transfer of a case from one court to another.
26. The concept and types of procedural deadlines, their calculation.
27. Extension and renewal of procedural deadlines.
28. The concept and types of legal costs.
29. Distribution of legal costs between the parties
30. Evidence: concepts, types and requirements that evidence must meet.
31. Witness statements
32. Written evidence
33. Physical evidence
34. Electronic evidence
35. Expert opinion
36. Claim and right to sue
37. Types of written statements of case participants: concept and general characteristics
38. Statement of claim
39. Feedback
40. Response to feedback
41. Denial
42. Explanation of a third party regarding a claim or response
43. Initiation of a civil case as a stage of civil proceedings
44. Opening of proceedings in the case
45. Preparatory proceedings
46. The concept and meaning of the stage of consideration of the merits of the case.
47. Opening of the case on the merits
48. Clarification of the circumstances of the case and examination of evidence

49. Judicial debate and decision-making.
50. Concept and types of court decisions
51. Ruling as a type of court decision
52. Court decision. Requirements for the content of a court decision.
53. The concept and essence of injunctive proceedings and court orders.
54. Requirements for which a court order may be issued
55. The concept of separate proceedings and the procedure for considering cases of separate proceedings
56. Court consideration of cases on restriction of civil legal capacity of an individual, recognition of an individual as incapacitated and restoration of civil legal capacity of an individual.
57. Court consideration of cases on granting full civil capacity to a minor
58. Court consideration of cases on declaring an individual missing or deceased
59. Court consideration of adoption cases
60. Court consideration of cases on establishing facts of legal significance
61. Court consideration of cases on restoration of rights to lost bearer securities and bills of exchange
62. Court consideration of cases on the transfer of ownerless real estate into communal ownership
63. Court consideration of cases on recognition of the inheritance of a deceased person
64. Consideration of an application for compulsory psychiatric care
65. Court consideration of cases of forced hospitalization in an anti-tuberculosis facility
66. Court consideration of cases on disclosure by banks of information containing banking secrecy regarding legal entities and individuals
67. The concept and essence of appellate proceedings. The right to appeal.
68. The deadline for filing an appeal and the procedure for filing an appeal.
69. Refusal to open appeal proceedings.
70. Opening of appeal proceedings
71. Closing of appeal proceedings
72. Preparation for the case
73. Consideration of the case on the merits in the court of appeal
74. Cassation: concept, subjects, objects, subject and deadline for appeal.
75. Cassation appeal.
76. Opening of cassation proceedings.
77. Cassation review.
78. The essence of reviewing court decisions based on newly discovered or exceptional circumstances. The concept and types of newly discovered circumstances
79. Deadline and procedure for filing applications for review of a court decision based on newly discovered or exceptional circumstances.
80. Opening of proceedings based on newly discovered or exceptional circumstances
81. Consideration of an application for review of decisions based on newly discovered or exceptional circumstances.
82. Proceedings in cases involving foreign persons: general provisions
83. Content and form of a court order for the provision of legal aid
84. Execution in Ukraine of court orders from foreign courts

9. Points accrual scheme

The total number of points is 100.
The number of points for the test is 40.
Number of points during the semester – 60:
Number of points for answers in seminar classes $\sum 40 = 40$:

Calculation formula

$$\sum \mathbf{40} = \frac{\sum \mathbf{1}}{\sum \mathbf{2}} \text{ X 8 (eight)}$$

Note:

$\sum 40$ – the sum of the maximum number of points

$\sum 1$ – the sum of points received by the student for answers in seminar classes.

$\sum 2$ – number of seminar classes during the semester.

8 – coefficient

Individual task – 10 points

Test paper – 10 points.

Current control	Individual task	Test work provided for in the curriculum	Together	Test	Sum
T1-T16					
$\sum 40$	10	10	60	40	100

To be admitted to the exam, a higher education applicant must score at least 10 points in the academic discipline during current control, independent work, and individual assignment.

Criteria for evaluating academic achievements

When studying the academic discipline, the use of artificial intelligence (AI) technologies is carried out in accordance with the Policy on the Use of Artificial Intelligence Technologies of V. N. Karazin Kharkiv National University.

IN within disciplines are applied such models using AI:

1. Model "AI is forbidden"

The use of artificial intelligence technologies is not allowed during the implementation of control measures aimed at verifying the individual knowledge and development of the competencies of the education seeker, in particular: oral questioning, modular control works, exam (offset), if other not determined teacher, others species evaluation, for whom the teacher has set restrictions on the use of AI.

2. Model "AI" as assistant".

When preparing for practical classes, completing individual assignments, essays, analytical reviews, and other written work, the use of AI is permitted for: search and systematization information, selection and primary analysis scientific sources, explaining complex concepts, improving text structure, checking grammar, style and layout, generating ideas, a work plan or examples.

The final text of the work, conclusions, analysis, interpretation of results, and decisions made must be prepared independently by the student.

3. Model "AI" as tool".

For certain laboratory, practical, project or research works, the use of artificial intelligence technologies may be a mandatory component of the task. In such cases, students can use generative AI models to: analyze and prepare data, generate, analyze and optimize program code, compare the results of different AI models, create visualizations, schemes or images, analysis big arrays data. carrying out experiments using modern artificial intelligence tools.

All results, received by with help AI, are subject to critical analysis, verification and revision by the education seeker.

Declaring the use of AI.

In the case of using artificial intelligence technologies, the student is required to indicate: the name of the service or AI model; date of use; nature of assistance (idea generation, information search, data analysis, code generation, text editing, etc.).

At the teacher’s request, the student must provide the prompts used or explain how to use AI tools.

Undeclared use of artificial intelligence technologies or submission of generated AI material as

own result educational activities under consideration as a violation of the principles of academic integrity in accordance with the internal regulatory documents of the University.

Oral response evaluation criteria

Current control is carried out, in particular, in the form of surveys and verification of the results of performances at seminars and practical classes on a five-point grading scale.

5 points are awarded under the following conditions:

- the student works actively throughout the practical session;
- provides a complete, correct, consistent, coherent, and well-founded presentation of the issue, accompanied by correct examples from doctrinal sources and references to current legislation;
- everything that is taught must demonstrate a deep understanding and orientation in the phenomena and processes being studied;
- correct comprehensive answers to additional questions from the teacher.

4 points are awarded under the following conditions:

- the student works actively during the practical session;
- gives a correct, complete presentation of the content of the textbook and the material presented by the teacher, but answers additional control questions that the teacher asks to determine the depth of understanding and the ability to navigate phenomena and processes only with some help from the teacher or colleagues;
- insufficiently comprehensive answers to the teacher's additional questions.

3 points are awarded under the following conditions:

- the student behaves passively in class, responding only to the teacher's call;
- generally demonstrates knowledge of the main educational material being considered, but makes mistakes when answering and realizes them only after the teacher's instructions;
- does not give answers to questions immediately, but only after some straining of memory, and the answers are unclear;
- unable to derive correlations with other problems of the discipline being studied without the help of a teacher;

2 points are awarded under the following conditions:

- makes significant errors or completely skips material and partially corrects these errors only after instruction from the teacher;
- the student shows ignorance of a significant part of the educational material, presents it illogically and uncertainly, there are hitches and pauses in the answer, cannot explain the problem, although he understands it;
- does not present the material coherently and consistently enough.

1 point is awarded under the following conditions:

- the student makes gross mistakes when presenting the material and does not correct these mistakes even when the teacher points them out;
- reveals a lack of understanding of the educational material and, as a consequence, a complete lack of skills both in analyzing phenomena and in further performing practical tasks.

Individual assignment evaluation criteria

Number points received	Criteria for obtaining the appropriate number of points
0 points	the work is not accepted; the student has not met the specified requirements, the topic of the work has not been disclosed at all, international sources have not been used; the student is not familiar with the topic of the work and cannot answer any of the questions posed
1 -6 points	the work does not fully meet the requirements; less than 10 sources were used in the work, international scientific sources were not used; the work does not contain references to the sources used, the topic of the work is disclosed one-sidedly, there is no logic in the presentation of the material; the structure of the work was not

	followed; the work contains significant grammatical and/or stylistic errors; the student did not answer the vast majority of the questions posed
7-9 points	the work was completed at the proper theoretical and practical level; the requirements for writing the work were met; the work was properly structured, but scientific sources were insufficiently analyzed and there was no creative approach to completing the tasks set; minor violations of the logic and/or systematic presentation of the material were allowed; minor inaccuracies were allowed in the design of the work; the student answered all the questions posed
10 points	the work was performed at a high scientific and practical level; the work demonstrated a high level of knowledge and creative understanding of the research results obtained; no errors were made in the design of the work; the student answered all the questions posed

Criteria for evaluating tests and exams

The test and final exam are completed in writing. The test consists of 10 test questions, and the final exam consists of 40 test questions. Each test question has five answer options, only one of which is correct; one point is awarded for each correct answer.

Rating scale

The sum of points for all types of training activities during the semester	Rating
90-100	enrolled
70-89	enrolled
50-69	enrolled
1-49	not included

10. Recommended reading

Basic literature

Legal acts:

1. Civil Procedure Code of Ukraine: Law of Ukraine dated March 18, 2004 No. 1618-IV. URL: http://zakon.rada.gov.ua/laws/show/1618-15.

2. On the judicial system and the status of judges: Law of Ukraine of June 2, 2016 No. 1402-VIII URL: https://zakon.rada.gov.ua/laws/show/1402-19#Text

3. On the Constitutional Court of Ukraine: Law of Ukraine No. 2136-VIII of July 13, 2017. URL: http://zakon.rada.gov.ua/laws/show/2136-19.

4. On court fees: Law of Ukraine dated 08.07.2011 No. 3674-VI. URL: http://zakon.rada.gov.ua/laws/show/3674-17.

5. On state duty: Decree of the Cabinet of Ministers of Ukraine dated January 21, 1993 No. 7-93. URL: http://zakon.rada.gov.ua/laws/show/7-93.

6. On the procedure for compensation for damage caused to a citizen by illegal actions of bodies carrying out operational and investigative activities, bodies of pre-trial investigation, the prosecutor's office and the court: Law of Ukraine dated 01.12.1994 No. 266/94-BP. URL: http://zakon.rada.gov.ua/laws/show/266/94-%D0%B2%D1%80.

Textbooks, study guides, monographs

1. Sakara N.Yu. The problem of accessibility of justice in civil cases: monograph. X.: Law, 2010.

2. Komarov V.V. Litigation: monograph. X.: Pravo, 2011. 347 p.

3. International Standards in the Field of Judicial Procedure. Kyiv: Istina, 2010. 488 p.
4. Vasiliev S.V. Handbook on preparation for trial of certain categories of civil cases. X.: Espada, 2010. 464 p.
5. Luspenyk D.D. Application of novelties of the Civil Code and the Civil Procedure Code of Ukraine in judicial practice. Kharkiv Legal, 2005. 432p.
6. Luspenyk D.D. Consideration of civil cases by the court of first instance. Kharkiv: Kharkiv Legal, 2006. 480 p.
7. Judicial precedents regarding the consideration by courts of certain categories of civil cases. X.: Prosvita, 2010. 232 p.
8. Vasiliev S. V. Civil Process. Textbook. Kyiv: Alerta, 2019. 506 p.
9. Tetarchuk I. Civil procedural law of Ukraine. Textbook for preparing for exams. Center for educational literature. 2021. 232 p.
10. Civil procedural law of Ukraine: a textbook / co-authors; edited by V. O. Kuchera, A. O. Dutko. Lviv: Lviv State University of Internal Affairs, 2023. 728 p.
11. Civil law and civil procedure: preparation for the certification exam: textbook/compiler: team of compilers. V.N. Karazin KhNU. Vinnytsia: LLC "UKRLOGOS Group", 2024. 458 p.
12. Civil process: a manual for preparing for exams / [M. V. Zhushman, T. A. Tsuvina, O. I. Popov and others]; edited by K. V. Gusarov. Kharkiv: Pravo, 2024. 288 p.
13. Civil process: preparation for final control: textbook/compilation. O.A. Ustymenko, O.M. Voloshchenko, M.V. Gura. Kharkiv: V.N. Karazin KhNU, 2025. 229 p.

Supporting literature

1. Bychkova S.S. Counterclaim as a civil procedural form of protecting the interests of the defendant. *Bulletin of the Supreme Court of Ukraine*. 2010. No. 2. Pp. 25-29.
2. Bychkova S. Specialist as a new participant in the civil process. *Entrepreneurship, Economics and Law*. 2006. No. 10. Pp. 25-28.
3. Vasiliev S.V. By-laws in the system of sources of civil procedural law. *Bulletin of the V.N. Karazin Kharkiv National University.* Ser.: Law. 2009. Issue 1 (5). Pp. 80-85.
4. Vasyliev S.V. On the question of the system of sources of civil procedural law of Ukraine. Problems of civil law and process: materials of scientific and practical information [dedicated to the memory of Professor O.A. Pushkin] (May 22, 2010). X.: Kharkiv National University of Internal Affairs. 2010. P. 295-297.
5. Vasilyeva-Shalamova Zh.V. Participation in civil proceedings of experts and specialists. *Bulletin of the Ministry of Justice of Ukraine*. 2008. No. 5. P. 45-47.
6. Komarov V.V. Subjects of civil procedural law Kh.: Juryd. inst., 1990. Pp. 20-21.
7. Legusha S. Legal activity as a category of law. *Law of Ukraine*. 2006. No. 1. Pp. 20-25.
8. Luspenyk D.D. Desk book of a professional judge when considering civil cases (compilation of judicial procedural documents under the new Code of Civil Procedure of Ukraine). Kh.: Kharkiv Legal, 2015. 494 p.
9. Melnyk A.S. Concept, features of sources of procedural law. *Current problems of politics*. 2014. No. 54. pp. 364-374.
10. Pasaylyuk I. V. On the definition of the concept of “foreign person” under national and international legislation in civil proceedings. *State formation and law-making in the context of European integration*: materials of reports, speeches and messages of the participants of the IV All-Ukrainian Round Table (Lviv, December 7, 2018). Lviv, 2018. P. 125-128.
11. Pasailyuk I.V. Foreigners and stateless persons as witnesses in civil cases. *Scientific Bulletin of Kherson State University*. Series "Legal Sciences". 2017. No. 5. P. 110–115.
12. Slipchenko O.I. Expert opinions in cases of compensation for moral damage. Problems of civil law and process: materials of scientific-practical conference (Kharkiv, May 31, 2008). X.: Kharkiv National University of Internal Affairs, 2008. P. 27-30.
13. Shadura D.M. Judicial practice of applying the Civil Procedure Code of Ukraine (2006–2009). Kh.: Kharkiv Law. Vol. 1: General part. 2010. 536 p.
14. Shadura D.M. Judicial practice of applying the Civil Procedure Code of Ukraine (2006–2010) Kh.: Kharkiv Law. Vol. 2: Special part. 2011. 664 p.

15. Yasynok M. Expert opinion as evidence in a case regarding the scope of legal personality of individuals. *Law of Ukraine*. 2010. No. 3. Pp. 65-69.

16. Lysyuk, Ya. Yu. Principles of civil procedure as a scientific problem. *Journal of the Kyiv University of Law*, (2), 2023. pp. 186–191. URL: https://doi.org/10.36695/2219-5521.2.2023.40

17. Borovyk K.V., Reznikova M.O. Problematic issues of divorce in court. *Analytical and comparative jurisprudence*. 2022. No. 2 P. 63-64. URL: https://app-journal.in.ua/wp-content/uploads/2022/09/12.pdf

18. Sibilov D.M. Good faith behavior of the parties in enforcement proceedings. *Legal scientific electronic journal*. 2026. No. 2. P. 97-100 URL: https://lsej.org.ua/2_2026/21.pdf

19. Bobko V. G. Certain issues of evidence in civil proceedings when considering cases on recognizing a person as missing or declaring him dead. *Legal Scientific Electronic Journal*. 2023. No. 16. Pp. 100–103.

20. Skrypnyk V. L., Slobodyanyk T. M. Recognition of a person as missing or declaring him dead in court: some aspects. *Scientific Bulletin of the Uzhhorod National University*. 2024. Issue 82. Pp. 323–327

Jurisprudence

1. On the application of the Constitution of Ukraine in the administration of justice: Resolution of the Plenum of the Supreme Court of Ukraine of November 1, 1996 No. 9 URL: https://ips.ligazakon.net/

2. On the judicial practice of considering civil cases in the appellate procedure: Resolution of the Plenum of the Supreme Court of Ukraine dated October 24, 2008 No. 12 URL: https://ips.ligazakon.net/

3. On judicial practice in inheritance cases: Resolution of the Plenum of the Supreme Court of Ukraine No. 7 of 05/30/2008. URL: https://ips.ligazakon.net/

4. On the practice of considering complaints by courts against decisions, actions or inaction of bodies and officials of the state enforcement service and appeals of participants in enforcement proceedings: Resolution of the Plenum of the Supreme Court of Ukraine of December 26, 2003 No. 14 URL: https://ips.ligazakon.net/

5. On the application of civil procedural legislation when considering cases in the court of first instance: Resolution of the Plenum of the Supreme Court of Ukraine dated June 12, 2009 No. 2 URL: https://ips.ligazakon.net/

6. On the application by courts of certain norms of the Family Code of Ukraine when considering cases concerning paternity, maternity and the collection of alimony: Resolution of the Plenum of the Supreme Court of Ukraine No. 3 of 05/15/2006. URL: https://ips.ligazakon.net/

7. On the practice of applying legislation by courts when considering cases on the right to marry, dissolution of marriage, recognition of it as invalid and division of joint property of spouses" Resolution of the Plenum of the Supreme Court of Ukraine No. 11 of 21.12.2007 URL: https://ips.ligazakon.net/

8. On judicial practice in cases of protection of dignity and honor of an individual, as well as business reputation of an individual and legal entity Resolution of the Plenum of the Supreme Court of Ukraine No. 1 of 27.02.2009 URL: https://ips.ligazakon.net/

9. On judicial practice in cases of protection of dignity and honor of an individual, as well as business reputation of an individual and legal entity: Resolution of the Plenum of the Supreme Court of Ukraine No. 1 of 27.02.2009. URL: https://ips.ligazakon.net/

10. On some issues of jurisdiction of general courts and determination of jurisdiction of civil cases: Resolution of the Plenum of the High Specialized Court of Ukraine for the Consideration of Civil and Criminal Cases of March 1, 2013 No. 3 URL: https://ips.ligazakon.net/

11. On judicial practice in civil cases on the disclosure by banks of information containing banking secrecy regarding legal entities and individuals: Resolution of the Plenum of the High Specialized Court of Ukraine for Civil and Criminal Cases of September 30, 2011 No. 10 URL: https://ips.ligazakon.net/

12. On the application of civil procedural legislation when reviewing court decisions in connection with newly discovered circumstances: Resolution of the Plenum of the High Specialized Court of Ukraine for the Consideration of Civil and Criminal Cases of June 14, 2012 No. 10 URL: https://ips.ligazakon.net/

11. Links to information resources on the Internet, video lectures, other methodological support

1. Judicial branch of Ukraine (official portal): http://www.court.gov.ua
2. Constitutional Court of Ukraine: http://www.ccu.gov.ua
3. Supreme Court: http://supreme.court.gov.ua/supreme
4. Unified State Register of Court Decisions: http://reyestr.court.gov.ua
5. Legislation of Ukraine: http://zakon1.rada.gov.ua