



**SWAMI RAMANAND TEERTH MARATHWADA
UNIVERSITY, NANDED [M.S.]**

Faculty of Commerce and Management

NAME OF THE PROGRAMME:

Bachelor of Commerce (Banking and Insurance)

Syllabus

B.Com. First Year w.e.f. 2013-14

Class	Semester	Subject Code	Subject
B.COM I	I	BI-I	Fundamentals of Banking-I
		BI-II	Fundamentals of Insurance-I
	II	BI-III	Fundamentals of Banking-II
		BI-IV	Fundamentals of Insurance-II

Paper –I
Name of Course:- Fundamentals of Banking-I

Objective of the paper;

- To acquaint the students with the fundamentals of banking.
- To give through knowledge of banking operations.

Course inputs:

Unit I: Evolution of banking

Origin of the Word Bank, Meaning and definition of bank, Evolution of banking in the west, Evolution of banking in India.

Unit II: Primary and Secondary Functions of Bank

Accepting deposits: Demand Deposits, Current & savings, Time deposits, Recurring & Fixed deposits. Granting Loans & Advances: Term loan, Short-term credit, Overdraft, cash Credit, Purchasing & discounting of bills. Agency functions: payment & collection of Cheques, Bills & Promissory notes, Execution of standing instructions, Acting as a Trustee, Executor. General Utility Functions: Safe Custody, safe deposit vaults, Remittances of Funds, Pension Payments, Acting as a dealer in Foreign exchange.

Unit III : Procedure for opening of deposit account

Procedure for opening of Deposit account: Know your Customer Norms (KYC), Application form, Introduction, Proof of residence, Specimen signature & Nomination, Their importance. No. frills Account

Unit IV: Procedure for operating of deposit account

Pay - in- slips, Issue of pass book, Issue of Cheque book, Issue of fixed deposit receipt, Premature encashment of fixed deposits & loan against fixed deposit, Recurring deposits: Premature encashment & loan against fixed deposit, Closure of accounts, transfer of accounts to other branches.

Recommended Book

1. Fundamentals of banking- Dr. G.V. Kayandepatil, Prof. B.R. Sangle Dr. G.T. Sangle, Prof. N.C. Pawar
2. Banking: Theory & practice – K.C. Shekhar
3. Banking & Financial system – Vasant Desai
4. Fundamentals of banking- Dr. R.S.S. Swami

Paper-II

Name of Course : Fundamentals of Insurance-I

Objective of the paper;

- To introduce the concepts of Life & General Insurance, Transport Travel & Tourism.
- To make the students aware about the careers in the field of Insurance, Appropriate skills.

Course inputs:

Unit I: Introduction to Insurance

Meaning & Definition of insurance, Evolution and Importance of Life & general Insurance, Role of Life Insurance & general Insurance in Pre & Post independence period, Government approach towards Insurance sector.

Unit II: General Insurance & Life Insurance

Meaning, Need, Scope, Principles, & Functions of general Insurance, Types of General Insurance, Organization & Administration of general insurance in India. Meaning, Need & Principles of life insurance, Type of life Insurance, Working of life Insurance Corporation, Career options in insurance Business.

Unit III : Role of insurance in Logistic

Meaning & Importance, Hazards, Protection, Social security, Type of Risks & Accidents, Procedure for Settlement of Claims.

Unit IV: Life Insurance Scenario

Life insurance Scenario in India, basic principles of insurance, Organizational Structure of Life Insurance business, Working of life insurance Business.

Reference Books

1. Insurance- Principles & Practises of Insurance – G.S. Pande.
2. Insurance- Principles & Practises- M.N. Mishra.
3. Insurance- Principles & Practises - C. Gopalkrishna.
4. Life Insurance in India - G.R. Desai.
5. Theory & Practice of Life Insurance – Mitra.

Paper-III

Name of Course :- Fundamentals of Banking-II

Objective of the paper;

- To develop the capability of students for knowing banking concepts & operations.
- To give through knowledge of banking operations.

Course inputs:

Unit I: Types of account holders

Individual account holders: Single or joint, Illiterate, Minor, Married women. Pardahnashin woman, Non-residents accounts Institutional account holders: sole Proprietorship firm, joints stock company Hindu Undivided family, Clubs, Associations & Societies & Trusts

Unit II: Methods of Remittances & Negotiable Instrument

Demand drafts, bankers Cheque, Mail transfer, Electronic Funds Transfer. Definition, meaning & characteristics of promissory note, bill of exchange & cheque. Types of cheque: Bearer, Ordered & Crossed, Types of crossing: general & Special

Unit III: Lending Principles Credit, Creation& Balance Sheet

Safety, Liquidity, Profitability, diversification of risks Conflict between liquidity & Profitability, Multiple Credit Creation: Process & Limitations, Balance sheet of a commercial bank. Definition & meaning of endorsement, Types of endorsement: Blank, full or Special, Restrictive, Partial, Conditional, Sans Recourse, Facultative, Effects of endorsement

Unit IV: Technology in Banking

Need & importance of technology in banking, ATM, Credit card, Debit card, tele banking- Net banking, SWIFT (Society for Worldwide Inter- bank Financial Telecommunication), Concept of core banking Solution.

Reference Books

1. Banking: Law & practice –in India – Maheshwari
2. Banking: Theory & Practice – E. Gordon, K. Talraj
3. Banking & Financial system – Vasant Desai
4. Report on trends & Progress of banking in India – R.B.I. Bulletin
5. www.rbi.org.in

Paper IV
Name of Course: Fundamentals of Insurance-II

Objective of the paper;

- To introduce the concepts of Life & General Insurance, Transport Travel & Tourism.
- To make the students aware about the careers in the field of Insurance, Appropriate skills.

Scheme of marking;

- University written exam- 40 marks
- Internal exam based on assignments, seminars and participation in other activities - 35 marks

Course inputs:

Unit I: Role & Responsibilities Regarding Life Insurance

Role of life insurance Agent, Field Officer, Surveyors assessor & responsibilities of insurer. Marketing of life insurance business in India.

Unit II: Role & Responsibilities Regarding General Insurance

Role of General insurance Agent, Field Officer, Surveyors assessor & responsibilities of insurer, Marketing of general insurance business in India, Comparison between General & Life Insurance.

Unit III: Role of LIC & GIC in Indian Market

Role of Life Insurance Corporation of India, study of risk factor & causes of insurance Claims. Market share in India. Role of General Insurance Corporation of India, study of risk factor & causes of insurance Claims. Market Share in India.

Unit IV: IRDA

Functions, Guidelines to Insurance Industry, Regulatory Authorities, Structure of IRDA, Role in protecting the interest of customers.

Reference Books

1. Insurance Principle & Practices- M.N. Mishra
2. Insurance Principle & Practices- Vinayakan, N.M. Radhaswami & V. Vasudevan.
3. Life insurance in India - G.R. Desai
4. www.irda.gov.in

Class	Semester	Subject Code	Subject
BCOM II	SEM III	BI-V	Indian Banking System – I
		BI-VI	Insurance Management-I
	SEM IV	BI-VII	Indian Banking System- II
		BI-VIII	Insurance Management-II

Paper-V

Name of Course: INDIAN BANKING SYSTEM – I

Objectives:

- To create the awareness among the students of Indian banking system.
- To enables students to understand the Reforms & other developments in the Indian banking.
- To provide students insight into functions & Role of reserve Bank of India.

Unit I

Structure & Role of Indian Banking System

Structure of Indian Banking System:

Central bank - Commercial banks-Cooperative banks- Regional Rural Banks-

Local Area Banks:

Difference Between scheduled & non scheduled bank Role of banking system in the economic growth & development.

Unit 2

Private sector and Nationalized Banks

Private sector Banks in India: Origin, Growth and Recent Trends, Foreign banks in India: Their progress & performance, Regulation of Foreign bank in India. Social control over banks, Nationalization of banks-Arguments for & against Nationalization, Objectives of Mobilization, Create development & Priority sector Lending Lead Bank Scheme

Unit 3

State Bank of India-I

Evolution of State Bank of India, Organization & Management of State Bank of India, Subsidiary Banks to State Bank of India. Progress & Performance of State Bank of India.

Unit 4

State Bank of India-II

Role of State Bank of India: As an agent of the RBI as a commercial bank in industrial finance, in foreign exchange business, in agricultural finance & rural development, & in assisting weaker sections of the Society.

Recommended Books:

- Indian Banking – S. N. Mahajan
- Financial sector Reforms & India's Economic development: N.A. Majumdar
- Monetary Economics: S. B. Gupta
- Banking in India – S. Panandikar

Paper-VI
Name of Course : INSURANCE MANAGEMENT PART –I

Objectives:

- a) To develop managerial skills within the students about life insurance
- b) To provide knowledge about Indian insurance industry and privatization in it.

Unit-1

Claims & Settlement: Maturity Claims meaning, Procedure for Claim, Type of claim, Survival benefits, Death claims Early Claims Documents, forms.

Unit -2

Nomination & Assignments of policies, Difference between nomination & assignment, Study of policy conditions, Meaning of loans & Surrender of policies, Post maturity claims.

Unit 3

Privatization of insurance business, Malhotra committee Report, Effects of Privatization of insurance companies, Comparative study of Private companies versus Government Controlled Companies.

Unit -4

Legal Environment of Insurance

Introduction to legal Environment & Laws dealing with Insurance Commentaries on insurance Act 1938. Life Insurance Corporation Act, 1956, Insurance Regulatory & Development Act-1999, Overview of Income Tax Act.

Recommended Books:

- 1 Theory & Practices of Insurance. – M. Arif Khan
- 2 Manual for Agents- LIC of India.
- 3 Liability Insurance – Insurance of India.
- 4 Life Assurance Administration- Insurance Institution of India.

Paper-VII
Name of Course: INDIAN BANKING SYSTEM- II

Objectives:

- a) To provide the knowledge about credit system in India
- b) To acquaint the students with the banking sector reforms in India

UNIT 1

Regional Rural Banks

Reasons for establishment of Regional Rural Banks (RRBS),
meaning of RRBs, Difference between RRBs & Commercial banks,
Objectives of RRBs, organization & management of RRBs Functions of RRBs,
Progress, Performance & Problems of RRBs

UNIT 2

Cooperative Credit System

Principles of cooperation, Evolution of cooperative credit system, Meaning, Objectives, Organization of Corporate Credit System, Functions of Corporate Credit System. Progress & Problems of :
Primary agricultural cooperative credit societies, District Central cooperative Bank, Urban State cooperative Banks, Urban cooperative Banks, Urban cooperative credit societies

Unit 3

Reserve Bank of India (RBI)

Evolution of the Reserve Bank of India, Organization & management of the RBI, Functions of the RBI: Issue & Management of currency Banker to the government Bankers' bank: lender of the last resort, Central Clearance supervision of banking system, Controller of Qualitative & Quantitative methods of credit control, custodian of foreign exchange reserve collections & furnishing of credit information Agricultural finance export finance Industrial finance.

UNIT 4

Banking sector performs

Rationale & Objectives of reforms, Problems of nationalized banks, Recommendations of the Narasimham Committee (I) Reforms of the committee pertaining to – CRR (Cash Reserve Ratio), SLR (Statutory Liquidity Ratio), Interest rate Structure, Directed credit programme, Income recognition, Asset classification, Capital Adequacy norms provisioning, Management of Non Performing Assets (NPAs), Debt Recovery Tribunals, Recommendations of the Narasimham Committee (II) Consolidation of banking system, Directed Credit Programme, Redefining of the NPAs Revision in the capital adequacy.

Recommended Books:

- 1 Functions & Working of the RBI: Reserve bank of India Publications
- 2 Financial sector Reforms & India's Economic development: N.A. Majumdar
- 3 Central banking & Economics Development: Vasant Desai
- 4 Monetary Economics: S. B. Gupta
- 5 Banking in India – S. Panandikar

Paper-VIII

Name of Course: INSURANCE MANAGEMENT PART – II

Objectives:

- a) To develop managerial skills within the students about general insurance
- b) To acquaint the students with legal environment of general insurance industry in India.

Unit 1

General Insurance

Maturity Claims- meaning, procedure for claim, types of claim, Survival benefits Death Claims, Early claims, documents, forms. Accidental benefits & Disability benefits, Study of various conditions in the policies, permanent methods & Rules of payments.

Unit -2

Premium, Forfeiture & Loan facility

Premium Payments imp. of timely payments, Due dates of payments, where to pay, meaning of surrender values Laps of policy on non payments, Forfeiture & review of policies, Special revival Scheme, Installment revival scheme, Loan cum revival scheme.

Unit-3

Acts & Regulations of Insurance

Laws Regulations related to General Insurance Business. Insurance Act- 1938, Insurance Amendment Act- 2002, IRDA regulations- 2002 , General Insurance Business (Nationalization) Amendment Act- 2002, Financial Planning & Taxation. Recordkeeping & reviews of performance data for Insurance Agents. Business Target & Incentives.

Unit -4

Insurance Business & Savings Plans.

Financial Planning & Taxation. Mutual Funds and Shares, Unit Trust and Unit based policies.

Recommended Books:

- 1. Theory & Practices of Insurance. – M. Arif Khan
- 2. Manual for Agents- LIC of India.
- 3. Liability Insurance – Insurance of India.
- 4. Life Assurance Administration- Insurance Institution of India.
- 5. Marine Insurance- Templeman

Class	Semester	Subject Code	Subject
B.Com III	SEM V	BI -IX	Financial Markets And Institutions In India-I
		BI-X	Career Avenues in Insurance-I
	SEM VI	BI-XI	Financial Markets And Institutions In India-II
		BI-XII	Career Avenues in Insurance-II

Paper IX

Name of Course : FINANCIAL MARKETS AND INSTITUTIONS IN INDIA-I

Objectives

1. To give the students an understanding of the operations and developments of Financial Market in India.
2. To enable them to gain an insight into the functioning and role of financial institutions in the Indian economy.

Unit 1: Indian Financial System

Financial institution – Regulatory, Intermediaries, Non intermediaries, Financial Markets- Primary and secondary markets, Indicators of Financial development, Role of financial system in economic development, Role of Banks in development of Industrial sector in India

Unit 2: Indian Money Market

Nature and scope of Indian money market, Structure and characteristics of Indian money market
Segments of Indian money market, Major Institutions of Indian money market, Drawbacks of Indian money market, RBI and Indian money market

Unit 3: Indian Capital Market

Structure of Indian Capital Market, characteristics of Indian Capital Market, National Stock exchange- NSE, Bombay stock Exchange-BSE, Calculation of Sensex and derivatives, Over the counter exchange of India (OTCEI) Advantages, Objectives and working

Unit 4: E-Payment Channels

Electronic Clearing Service - ECS Credit & ECS Debit, Immediate Payment Service (IMPS), Credit Card Services, AADHAAR Enabled Payment System & Bharat Bill Payment System (BBPS), SWIFT- Features, SWIFT Code, SWIFT standards & SWIFT Transactions

Reference Books:

Indian Economy - Ashwini Mahajan and Gaurav Datt, S. Chand and Company,
Report on Trend and Progress of Banking in India 2014-15, RBI
Internet Banking in India – Guidelines <http://rbidocs.rbi.org.in/rdocs/notification/PDFs/21569.pdf>
<https://www.sebi.gov.in>

Paper-X
Name of Course :- Career Avenues in Insurance-I

Objective

To acquaint the student with the development of the Insurance industry and career opportunities available in the same.

Unit 1: Identification of Customer Needs

Understanding the Customers, Understanding different cultures, Understanding Economic background of the customers, finding different needs regarding life and general insurance as per social and economic background

Unit 2: Product Design & development

Product development process, product design/ development, Major concerns in Indian insurance industry, product design in emerging scenario

Unit 3: Insurance Pricing

Fundamentals of insurance pricing, Objectives, types of rating consideration, Rating in life insurance, Life insurance Vs. Non-life insurance pricing.

Unit 4: Marketing of insurance product

The marketing concept, marketing of insurance product, critical success factors for insurance players, Distribution channels, marketing strategies of insurance players in India.

Unit 5: Insurance intermediaries

Distribution of insurance products, insurance intermediaries and their functioning, surveyors and loss assessors, third party administrators, agents, brokers corporate agent.

Reference Book:

- 1] Insurance and Risk management, Dr. P.K. Gupta, Himalaya publishing House.
- 2] Insurance- Principles and practices – M.N. Mishra.

Paper –XI
Name of Course :- FINANCIAL MARKETS AND INSTITUTIONS IN INDIA-II

Objective

To acquaint the student to develop an understanding of the legal Framework of capital and money market in India and to familiar with the different agencies of credit rating and settlement.

Unit 1: FEMA 1999

Objectives and background of the Act, Adjudicating authority, Regulation and management of Foreign Exchange, Dealing and holding of foreign exchange, current and capital A/c transactions, foreign portfolio Investors regulations 2014

Unit 2: Securities and Exchange Board of India

Structure of the SEBI, Powers and functions of the board, Rules Regarding global depositories receipts, Rules regarding prospectus and allotment of securities, Prohibition of Insider trading regulation 2015

Unit 3: Working of BSE & NSE

Execution of Transactions: Intra-day & Delivery, Role of Custodian Banks, Role of Brokers, Settlement of transactions, Commodity and Equity market: overview

Unit 4: Credit Rating Agencies

Functioning, Objectives and Importance of the following agencies
ICRA, CRISIL, CARE, ONICRA, FITCH

Unit 5: Settlement Agencies in stock Market

Functioning, Objectives and Importance of the following agencies;
NSCCL, NSDL, CDSL

Reference Books:

Indian Economy - Ashwini Mahajan and Gaurav Datt, S. Chand and Company,

<https://rbidocs.rbi.org.in/rdocs/Publications/PDFs/0FLTP577BF4E172064685A26A73A6BC9210EC.PDF>

Report on Trend and Progress of Banking in India 2014-15, RBI

Paper –XII

Name of Course - Career Avenues in Insurance-II

Objective

To acquaint the student with the development of the Insurance industry and career opportunities available in the same.

Unit 1: Financial Aspects in Insurance Companies

Financial objectives of an Insurance company, Responsibilities of Financial managers, Planning Financial Goals and strategy, Measuring the performance of an insurance company, asset liability management (ALM), Ratio analysis in insurance companies, Risk return trade off.

Unit 2: Reinsurance

Introduction to reinsurance, Role of the insurance, Techniques of Re-Insurance, nature of Reinsurance risks, Reinsurance in Indian perspective, Global Reinsurance market insurance trading.

Unit 3: Information Technologies in insurance-I

The need for information technology, Technologies for insurance, IT application in functional areas

Unit 4: Information Technologies in insurance-II

Insurance and electronic commerce, E-insurance, Information Technology and LIC, IT Departments in an insurance company.

Unit 5: Risk management in insurance companies

Introduction, Risk management Elements, Risks in providing insurance services, insurance risk management system, management of systematic risk, CAT bonds.

Reference Books:

- 1] Insurance and Risk management, Dr. P.K. Gupta, Himalaya publishing House.
- 2] Insurance- Principles and practices – M.N. Mishra.