

**FINAL SYLLABI OF FYUGP**  
**GOLAGHAT COMMERCE COLLEGE (AUTONOMOUS)**  
**DEPARTMENT OF BANKING**  
**Banking and Insurance Specialisation**

**SEMESTER-I**

**Title of the Course** : FINANCIAL MARKETS AND INSTRUMENTS  
**Course Code** : BANKMIN1  
**Nature of the Course** : Minor  
**Course Credit** : 04 Credits  
**Distribution of Marks** : 60 (End Sem) + 40 (In- Sem)

**Course Objectives:**

- To understand the fundamentals of Financial Markets and its role.
- To understand the different types of financial instruments traded in the financial market.
- To familiarize the students with different forms of financial instruments.

**Course Outcome:**

- This course aims at enlightening students about the significance and structure of financial market.
- To gain an understanding of the financial architecture of an economy and its key players.
- To distinguish the role of primary and secondary market and understand the various financial instruments traded therein.
- To be aware of the recent developments in the financial market.

	<b>Contents</b>	<b>L</b>	<b>T</b>	<b>P</b>
<b>I Concept of financial market and instruments (15 Marks)</b>	Concept and structure of financial market- Types, significance and functions of Financial Markets.	06	-	-
	Role of Financial market in economic development and recent inclusions.	06	02	-
<b>II Money Market-</b>	Overview, features of Money Market, characteristics of Indian Money Market, need and functions.	04	-	-
<b>overview and components (15 Marks)</b>	Money market Instruments: Call/Notice/Term Money, Treasury Bill (T-Bills), Commercial Bill, Repurchase Agreement (Repo & Reverse Repo), Commercial Papers (CPs), Certificate of Deposits (CDs), Money Market Mutual Fund (MMMFs), American Depository Receipts (ADR), Global Depository Receipts (GDR)	05	02	01
<b>III Primary Market (15 Marks)</b>	Primary market- concept, functions, options available for raising finance through primary market, Initial Public Offering, Book Building process, intermediaries in new issue market.	06	02	01
<b>IV Secondary Capital Market (15 Marks)</b>	Secondary market- concept, functions and role of secondary market, Intermediaries in Secondary Market, instruments in Secondary market, basics of Derivatives market and Forex market.	05	02	02
	New Financial Instrument- Floating Rate bonds, Deep Discount bonds, Differential shares, Collateralized Debt Obligations, Municipal Bond, etc.	03	02	-
	<b>TOTAL</b>	<b>35</b>	<b>10</b>	<b>04</b>

\*\* L =Lectures, T =Tutorials, P =Practicals

<b>MODES OF IN-SEMESTER ASSESSMENT:</b>	<b>(40 Marks)</b>
• Two Sessional Examination -	<b>20 Marks</b>
• Others (Any two) -	<b>10 x 2= 20 marks</b>
○ Group discussion	
○ Seminar Presentation	
○ Assignment	

***Reference Books:***

1. Pathak, Bharati, V; Indian Financial System; Pearson India Education Services Pvt. Ltd. 5e Noida. Uttar Pradesh. India.
2. Khan, M.Y.: India Financial system, Tata McGraw Hill. New Delhi.
3. Srivastava R.M; Management of Indian Financial Institution; Himalaya Publication house Mumbai 2nd edition.
4. Bhole, L M, "Financial Institutions and Markets", Tata McGraw Hill.
5. Giddy, I.H; GLOBAL Financial Markets, A.I.T.B.S., Delhi.

**Course Title : INTRODUCTION TO BANKING**  
**Course Code : BANKGEC1**  
**Nature of the Course : Generic Elective Course (GEC)**  
**Course Credit : 03 Credits**  
**Distribution of Marks : 60 (End Sem) + 40 (In-Sem)**

**Course Objectives:**

- To acquaint the students with the basic concept of bank as a financial intermediary and its functions.

**Course Outcome:**

- To discuss the process of evolution of banking in India.
- To explain the functions of banks
- To know the procedure of opening and operating a bank account.
- To understand use of IT in banking.

UNIT	Contents	L	T	P
<b>I</b> <b>Evolution of banking(15 Marks)</b>	Origin of Banking, Meaning and Definition of 'Bank'Evolution of banking in India.	03	01	-
	Classification of Banks.	03	-	-
<b>II</b> <b>Functions of Banks (15 Marks)</b>	Primary functions: A) Accepting deposits and Granting Loans and Advances; Secondary functions: i) Agency Functions-Payment and Collection of Cheques, Bills and Promissory notes, etc. ii) General Utility Functions: Safe Custody, Safe deposit vaults, Remittances of funds, Pension Payments, etc.	03	01	-
		03	-	-
<b>III</b> <b>Operations of Bank Accounts (15 Marks)</b>	Procedure for Opening a Bank Account: Know Your Customer (KYC) –Relevant Documents for operating bank accounts: Pay-in-slips, Withdrawal slips, pass book, (Current Savings or Recurring deposits),Cheque book, CD receipt, Premature encashment of fixed deposits and recurring deposits and loan against fixed deposits and recurring deposits; Online opening of bank account	04	01	02
		03	01	01
		03	01	01
	Closure of bank account-steps involved.	03	01	02
<b>IV</b> <b>Modern Banking Services (15 Marks)</b>	<b>Technology in Banking</b> Need and importance of technology in banking E-Banking: ATM, Credit card, Debit card, Tele Banking, Mobile Banking, Net Banking, Concept, and benefits of Core Banking Solution.	10		
	<b>Methods of Remittances</b> Demand drafts, bankers' Cheques and Truncated Cheques, Electronic Funds Transfer- RTGS, NEFT and SWIFT			-

	<b>TOTAL</b>	35	06	08

**\*L= Lecture, T= Tutorial, P= Practical**

**MODES OF IN-SEMESTER ASSESSMENT:**

**(40 Marks)**

- Two Sessional Examination - **20 marks**
- Other (any two) - **10 x 2= 20 marks**
  - Group Discussion
  - Assignment
  - Seminar Presentation on any of the relevant topics

**Suggested Readings:**

1. Gorden and Natarajan, *Banking Theory Law and Practice*, Himalaya Publishing House, Mumbai.
2. Toor S.N. and Toor A, *Principles and Practices of Banking*, Skylark Publications
3. Chawla O.P., *Evolution of Banking System in India since 1900*, Sage Publications India Pvt.
4. Sharma D., *Principles of Banking*, Rajat Publications
5. Sinha C.V., *Indian Banking System*, SBPD Publishing House

**Note: Latest edition of the text books should be used.**

**SEMESTER-II**

**Course Title : PRINCIPLES AND PRACTICE OF INSURANCE**  
**Course Code : BANKMIN2**  
**Nature of the Course : Minor**  
**Course Credit : 04 Credits**  
**Distribution of Marks : 60 (End Sem) + 40 (In-Sem)**

**Course Objectives:**

- To understand the fundamental principles, concepts and terminology of insurance.
- To explore the various types of insurance, policies and insurance products.
- To study the legal framework of insurance.

**Course Outcome:**

- To discuss different types of insurance and terminology in the insurance sector.
- To understand the different principles of insurance.
- To be aware of the regulatory framework of insurance.

Unit	Contents	L	T	P
Unit-I: Basics of Insurance  (12 Marks)	Meaning, features, types, importance; history of insurance; different terminologies-premiums, surrender value, paid-up value; Underwriting practices in Life and Non-Life insurance-Financial and Medical underwriting  Role of insurance in economic development and social security	8	2	4
Unit-II: Insurance Principles  (12 Marks)	Principles of Insurance: Principle of Insurable Interest, Principle of Indemnity, Principle of Subrogation, Principle of Contribution, Relevant Information Disclosure, Principle of utmost Good Faith, Relevance of Proximate cause	10	2	4
Unit-III Life Insurance Policies (12 Marks)	Types of Life Insurance Policies – Term, Whole Life, Endowment, Unit Linked and with or without Profit Policies Insight into Annuity-Concept of Annuity - Types of Annuities–Fixed Annuity, Fixed Index Annuity, Variable Annuity; Insight into Group Insurance	12	3	3
Unit-IV Non Life Insurance Products (12 Marks)	Concept of Non-Life Insurance; Types of Non-Life Insurance products; Non-life insurance policies-features and benefits; challenges of healthcare insurance industry  Differences between Life Insurance and Non-Life Insurance  Insurance hazard-meaning and types	12	3	3
	<b>Total</b>	43	10	16

**Modes of In-Semester assessment: 40 Marks.**

**Two sessional Examinations: 20 Marks.**

**Others (Any Two): 2 x10 Marks**

**Assignment**

**Group Discussion (on some specific insurance policies)**

**Seminar presentation,**

**Visiting Insurance offices and talking with the officials mostly dealing with sales and Marketing and making a report.**

#### **SUGGESTED READINGS:**

1. Principles of Insurance : Publication of the Insurance Institute of India
2. Principles of Insurance : Telugu Academy, Hyderabad
3. Guide to Risk Management: Sagar Sanyal
4. Principles of Insurance : Dr V Padmavathi, Dr VJayalakshmi–PBP
5. Insurance and Risk Management :P.K.Gupta
6. Insurance Theory and Practice :TripathiPHI
7. Principles of Insurance Management: Neelam C Gulati, ExcelBook

**Course Title** : **RISK MANAGEMENT IN BANKING AND INSURANCE**  
**Course Code** : **BANKGEC2**  
**Nature of the Course** : **Generic Elective Course (GEC)**  
**Course Credit** : **03 Credits**  
**Distribution of Marks** : **60 (End Sem) + 40 (In-Sem)**

**COURSE OBJECTIVES:**

- This course aims to acquaint the students with the concept of risk and risk management associated with banking and insurance sector.

**COURSE OUTCOME:**

- To gain an understanding about the concept of risk and the process of risk management.
- To know about determination of retention level and non-insurance transfers.
- To study about risk management in banks and insurance business.

<b>UNIT</b>	<b>CONTENTS</b>	<b>L</b>	<b>T</b>	<b>P</b>
<b>I</b> <b>Introduction to Risk Management (15 Marks)</b>	Concept of risk, objectives, types and steps in risk management process, Personal risk management-meaning and process	08	02	-
<b>II</b> <b>Risk Financing (15 Marks)</b>	Retention, non-insurance transfer, commercial insurance.	07	02	01
	Determination of Retention level: paying losses, captive insurer.	04	02	01
<b>III</b> <b>Risk Management in Banks (15 Marks)</b>	Risk in Banks: Operational risk, Credit risk, Interest Rate risk and Liquidity Risk. Management of bank funds-sources and usage	08	01	02
<b>IV</b> <b>Risk Management in Insurance Business(15 Marks)</b>	Concept of Insurance; requirements of insurable risk, adverse selection in insurance; costs of insurance to society Hazards-meaning and types	08	01	02
	<b>TOTAL</b>	<b>35</b>	<b>08</b>	<b>06</b>

\* L= Lecture, T= Tutorial, P= Practical

**MODES OF IN-SEMESTER ASSESMENT:**

**(40 Marks)**

- Two Sessional Examination - **20 Marks**
- Others (Any Two) - **10 x 2= 20 marks**
  - Seminar Presentation on any of the relevant topics
  - Assignment

Suggested Readings:

1. Kumar, Chatterjee, Chandrashekhar & Patwardhan: Risk Management. Macmillan Publication. New Delhi.
2. Rejda: Principles of Risk Management and Insurance. Pearson Publication. New Delhi



**SEMESTER-III**

<b>Course Title</b>	<b>: INDIAN BANKING SYSTEM</b>
<b>Course Code</b>	<b>:</b>
<b>Nature of the Course</b>	<b>: Core</b>
<b>Course Credit</b>	<b>: 04 Credits</b>
<b>Distribution of Marks</b>	<b>: 60 (End Sem) + 40 (In-Sem)</b>

**Course Objective:** To familiarize the students with a comprehensive knowledge of the banking system.

**Course Outcome:**

- ❖ After completion of this course, the students will be able to understand various functions and types of banks.
- ❖ To help students analyse the paradigm shift from traditional to modern banking.
- ❖ To comprehend the advantages and disadvantages of different types of banking systems.

<b>UNIT</b>	<b>CONTENTS</b>	<b>L</b>	<b>T</b>	<b>P</b>
<b>I (15 Marks)</b>	<b>Introduction:</b> Banking: meaning, definition and functions, Development of Banking in India, Classification of Banks. Bank Digitalisation: Pros and Cons.	12	02	-
<b>II (15 Marks)</b>	<b>Banking Systems:</b> Unit Banking, Branch Banking, Correspondent Banking, Chain Banking, Group Banking, Regional Banking, Retail Banking, Universal Banking Wholesale Banking, Meaning, advantages and disadvantages.	14	02	-
<b>III (15 Marks)</b>	<b>Concept of Privatisation and nationalization of banks:</b> Social control over banks: criticisms and achievements Privatisation of Public Sector Banks: Process, advantages and disadvantages, Merger and amalgamation of public sector banks- cause and effects. Non-banking	14	02	-
	functions of Indian banks- Bancassurance; Reforms in Indian Banking Sector			
<b>IV (15 Marks)</b>	<b>Modern Banking Services:</b> E-banking: advantages and disadvantages; Core banking—RTGS, NEFT, SWIFT— ATM—internet banking, UPI and Wallet.	12	02	-
	<b>TOTAL</b>	<b>52</b>	<b>08</b>	<b>-</b>

**\*\* L =Lectures, T =Tutorials, P =Practical**

**MODES OF IN-SEMESTER ASSESSMENT:**

**(40 Marks)**

- Two Sessional Examination -
- Other (any two)
  - Assignment
  - Seminar Presentation on any of the relevant topics

**20 marks**

**10 x 2= 20 marks**

***Suggested Readings:***

2. Taxmann: Banking Theory and Practices, New Delhi.
3. Varshney, P.N.: Banking Law and Practice, Himalaya Publication, New Delhi.
4. Bezborah P. & Singh Ranjit: Indian Financial System, Kalyani Publishers.
5. Suresh: Management of Banking and Financial Services, Pearson, New Delhi.

***Note: Latest edition of text books may be used.***

**Course Title** : MICROFINANCE  
**Course Code** : BANKGEC3  
**Nature of the Course** : Generic Elective Course (GEC)  
**Course Credit** : 03 Credits  
**Distribution of Marks** : 60 (End Sem) + 40 (In-Sem)

**Course Objective:** This course aims to give basic knowledge about microfinance in the Indian context.

**Course Outcome:**

- To understand the concept and importance of micro finance in Indian context
- To grasp the role of the regulators like NABARD in developing microfinance mechanism in the financial system.
- To comprehend the importance of various microfinance institutions operating in India.

UNITS	CONTENTS	L	T	P
<b>Unit 1 (15 Marks)</b>	<b>Basics of Microfinance:</b> Micro Finance: Concept, Nature, Scope, Significance and Objectives of Microfinance, Historical Evolution of Micro finance in India, Financial Literacy	<b>08</b>	<b>02</b>	<b>-</b>
<b>Unit 2 (15 Marks)</b>	<b>Regulatory Framework:</b> Overview of Regulatory bodies and authorities in Microfinance, Role of NABARD as regulator of Microfinance system, Refinancing facility by NABARD; Role of RBI in facilitating microfinance	<b>11</b>	<b>02</b>	<b>02</b>
<b>Unit 3 (15 Marks)</b>	<b>Microfinance Institutions (MFIs):</b> Groups of MFIs: Self Help Group(SHG), Joint Liability Group (JLP), Grameen Model Bank, Rural Co-operatives, Challenges faced by MFIs in India, Role of Micro Units Development Refinance Agency (MUDRA), Commercial Banks and Microfinance	<b>08</b>	<b>03</b>	<b>02</b>
<b>Unit 4 (15 Marks)</b>	<b>Emerging Issues and Trends in Microfinance in India:</b> Microfinance Model: SHG Bank linkage model, Role of Microfinance in Poverty Alleviation and Financial Inclusion Problems of Microfinance in India and the Way Ahead; Financial inclusion and financial literacy, various schemes of microfinance in India	<b>08</b>	<b>01</b>	<b>02</b>
	<b>TOTAL</b>	<b>35</b>	<b>08</b>	<b>06</b>

**L= Lectures, T= Tutorials, P= Practicals**

**MODES OF IN-SEMESTER ASSESSMENT:****(40 Marks)**

- Two Sessional Examination 10 Marks each
- Other (any one) 10 Marks each
  - Group Discussion
  - Assignment
  - Seminar Presentation on any of the relevant topics

**Recommended Books:**

- Das S.K., Micro Finance and Rural Development in India, DVS Publishers, New Delhi
- Ghate, Prabhu, Indian Micro Finance: The Challenges of Rapid Growth, Sage Publications, New Delhi
- Karmakar, K.G., Rural Credit and SHGs, Micro Finance needs and Concepts in India, Sage Publications, New Delhi
- Ledgerwood, J, Microfinance Handbook: An Institutional and Financial Perspective

**Title of the Course: INDIAN BANKING REGULATIONS**

**Course Code: BANKMIN3**

**Nature of the Course: Minor**

**Course Credit: 04 credits**

**Distribution of Marks: 60 (End Sem) + 40 (In-Sem)**

**Course Objective:** To gain an introductory knowledge of law and practice revolving around Indian Banking.

**Course Outcome:**

- To understand various provisions of Acts related to the Banking industry.
- To learn about different banking terminologies.

<b>UNITS</b>	<b>CONTENTS</b>	<b>L</b>	<b>T</b>	<b>P</b>
<b>I (15Marks)</b>	<b>Overview of Banking Regulations:</b> Provisions of RBI Act 1935, Banking Regulation Act 1949, Prevention of Money Laundering Act, 2002.	12	02	-
<b>II (15Marks)</b>	<b>Government and RBI's Powers:</b> Opening of New Banks and Branch Licensing; Constitution of Board of Directors and their Rights; Banks' Shareholders and their Rights; Winding up: Amalgamation and Mergers; Guidelines of RBI on Digital Banking	14	02	-
<b>III (15Marks)</b>	<b>Powers to Control Advances:</b> Selective Credit Control: Monetary and Credit Policy; Audit and Inspection, Supervision and Control - Board for Financial Supervision - its Scope and Role; Concept of Corporate Governance	14	02	-
<b>IV (15Marks)</b>	<b>Bank Customers and their rights and duties:</b> Legal Relationship and their Mutual Rights and Duties; Special types of bank customers- Corporations, Partnership Firms, Hindu Joint Families, Unincorporated Bodies, Trusts, Joint Account Holders, Minor, Liquidator, Mercantile Agents, Non-Resident Indians.	12	02	-
	<b>TOTAL</b>	<b>52</b>	<b>08</b>	<b>-</b>

**\*\* L =Lectures, T =Tutorials, P =Practical**

**MODES OF IN-SEMESTER ASSESSMENT:**

**(40 Marks)**

- Two Sessional Examination - **20 marks**
- Other (any two) **10 x 2= 20 marks**
  - Assignment
  - Seminar Presentation on any of the relevant topics
  - Field Survey

***Suggested Readings:***

2. M.L.Tannan, revised by: Banking Law and Practice, Wadhwa& Company, Nagpur  
C.R. Datta& S.K. Kataria
3. A.B. Srivastava and: Seth's Banking Law, Law Publisher's India (P) Limited; K.  
Elumalai
4. R.K. Gupta: BANKING Law and Practice in 3 Vols. Modern Law Publications.
5. Prof. Clifford Gomez: Banking and Finance - Theory, Law and Practice,  
PHI Learning Private Limited
6. J.M. Holden: The Law and Practice of Banking, Universal Law Publishing.

***Note: Latest edition of text books may be used.***