

NATIONAL VOCATIONAL EDUCATIONAL QUALIFICATION FRAMEWORK (NVEQF)

SECTOR: ECONOMICS & FINANCE

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LI

CERTIFICATE LEVEL- I

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	BASIC FINANCIAL SKILLS MONEY MATTERS : SMART GOALS AND FINANCIAL ANALYSIS BUDGETING : BALANCING THE MEANS AND THE ENDS INVESTMENT : NURTURING THE MONEY PLANT BASICS OF BANKING STALKING THE STOCKS INVESTMENTS : THE WIDER SPECTRUM BEYOND SAVINGS : BORROWING		1. 2.	SUBJECT OF STUDIES THE LANGUAGES WILL BE FROM THE FOLLOWING WITH THE FOLLOWING STRUCTURE (ANY TWO) HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KANNADA, KASHMIRI, MARATHI, MALAYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, LEPCHA, LIMBU, BHUTIA, SANSKRIT, ARABIC, PERSIAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN, SPANISH, NEPALI, TIBETAN AND MIZO, TANGKHUL AND BODO. (DETAIL CONTENT AT L_1_Language) LANGUAGE I LANGUAGE II	140 140
2.	FINANCE BANKING SKILLS UNDERSTANDING BANK FEES ONLINE AND MOBILE BANKING DEBIT CARDS CREDIT CARDS CHEQUE			MATHEMATICS (DETAIL CONTENT AT L_1_General_Ed)	140

	PAN CARD-FAQS ATM AWARENESS				
3.				SCIENCE (DETAIL CONTENT AT L_1_General_Ed)	180
4.				SOCIAL SCIENCE (DETAIL CONTENT AT L_1_General_Ed)	180
	TOTAL VOC CONTENT	200		TOTAL GENERAL CONTENT	780
	GRAND TOTAL			980 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LII

CERTIFICATE LEVEL- II

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	LOANS INTEREST RATE COLLATERAL SECURITY TYPES OF LOANS			SUBJECT OF STUDIES THE LANGUAGES WILL BE FROM THE FOLLOWING WITH THE FOLLOWING STRUCTURE (ANY TWO) HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KANNADA, KASHMIRI, MARATHI, MALAYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, LEPCHA, LIMBU, BHUTIA, SANSKRIT, ARABIC, PERSIAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN, SPANISH, NEPALI, TIBETAN AND MIZO, TANGKHUL AND BODO. (DETAIL CONTENT AT L_2_Language)	140
			1.	LANGUAGE I	140
			2.	LANGUAGE II	
2.	DEPOSIT ACCOUNTS DEMAND DEPOSITS TERM DEPOSITS			MATHEMATICS (DETAIL CONTENT AT L_2_General_Ed)	140
3.	INSURANCE INSURANCE IS IMPORTANT TYPES OF INSURANCE INSURANCE AND MATURITY BENEFICIARY NOMINEE			SCIENCE (DETAIL CONTENT AT L_2_General_Ed)	180

4.	INVESTMENT TYPES OF INVESTMENTS MUTUAL FUNDS INVESTOR AWARENESS SAFEGUARD			SOCIAL SCIENCE (DETAIL CONTENT AT L_2_General_Ed)	180
	TOTAL VOC CONTENT	250		TOTAL GENERAL CONTENT	780
	GRAND TOTAL			1030 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LIII

CERTIFICATE LEVEL- III

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	<p>INTRODUCTION TO FINANCIAL PLANNING</p> <p>INTRODUCTION TO FINANCIAL PLANNING</p> <p>CLIENT PLANNER RELATIONSHIP</p> <p>GATHERING CLIENT DATA</p> <p>CLIENT OBJECTIVES AND NEEDS</p> <p>PREPARING THE FINANCIAL PLAN: ASPECTS AND CONSIDERATONS</p> <p>PROFESSIONALISM & ETHICS IN FINANCIAL PLANNING PRACTICES</p> <p>REGULATORY REQUIREMENTS</p> <p>RISK TOLERANCES AND CLIENT BEHAVIOUR</p> <p>ASSET MANAGEMENT</p> <p>PERSONAL FINANCIAL STATEMENTS</p> <p>FINANCIAL MATHEMATICS (TIME VALUE OF MONEY)</p> <p>ECONOMIC ENVIRONMENTS AND INDICATORS</p> <p>FORMS OF BUSINESS OWNERSHIPS</p> <p>WAY OF TAKING TITLE TO PROPERTY</p>			<p>SUBJECT OF STUDIES</p> <p>I&II TWO LANGUAGES OUT OF FOLLOWING</p> <p>HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KASHMIRI, KANNADA, MARATHI, MALYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, SANSKRIT, ARABIC, PERSIAN, LIMBOO, LEPCHA, BHUTIA, MIZO, TANGKHUL, BODO, NEPALI, TIBETAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN AND SPANISH.</p> <p>(DETAIL CONTENT AT L_3_Language)</p>	<p>120</p> <p>120</p>
			<p>1. LANGUAGE I</p> <p>2. LANGUAGE II</p>		

	LEGAL ASPECTS OF FINANCIAL PLANNING			
2.	<p>BUSINESS LAW</p> <p>THE INDIAN CONTRACT ACT, 1872 MEANING, CHARACTERISTICS AND KINDS. ESSENTIALS OF VALID CONTRACT-OFFER AND ACCEPTANCE, CONSIDERATION, CONTRACTUAL CAPACITY, FREE CONSENT, LEGALITY OF OBJECTS. VOID AGREEMENTS DISCHARGE OF CONTRACT - MODES OF DISCHARGE INCLUDING BREACH AND ITS REMEDIES CONTINGENT CONTRACTS QUASI CONTRACT OF INDEMNITY AND GUARANTEE CONTRACT OF BAILMENT CONTRACT OF AGENCY THE INDIAN SALE OF GOODS ACT, 1930 10 LECTURES CONTRACT OF SALE, MEANING AND DIFFERENCE BETWEEN SALE AND AGREEMENT TO SELL. CONDITIONS AND WARRANTIES TRANSFER OF OWNERSHIP IN GOODS INCLUDING SALE BY NON-OWNERS PERFORMANCE OF CONTRACT OF SALE UNPAID SELLER - MEANING AND RIGHTS OF AN UNPAID SELLER AGAINST THE GOODS AND THE BUYER. NEGOTIABLE INSTRUMENTS ACT, 1881: KINDS AND CHARACTERISTICS OF NEGOTIABLE</p>			<p>ANY THREE PAPERS OUT OF FOLLOWING (Detail content at L_3_General_Ed_Commerce_Stream)</p>

	<p>INSTRUMENTS. HOLDERS AND HOLDER-IN-DUE COURSE. PRIVILEGES OF HOLDERS-IN-DUE COURSE. NEGOTIATION AND ENDORSEMENT, CROSSING OF CHEQUES, TYPES OF CROSSING, BOUNCING OF CHEQUES. INFORMATION TECHNOLOGY ACT, 2000</p> <p>DEFINITIONS</p> <p>DIGITAL SIGNATURE</p> <p>ELECTRONIC GOVERNANCE</p> <p>ATTRIBUTION, ACKNOWLEDGEMENT AND DISPATCH OF ELECTRONIC RECORDS.</p> <p>REGULATION OF CERTIFYING AUTHORITIES</p> <p>DIGITAL SIGNATURES CERTIFICATES</p> <p>DUTIES OF SUBSCRIBERS</p> <p>PENALTIES AND ADJUDICATION</p> <p>APPELLATE TRIBUNAL</p> <p>OFFENCES</p>				
3.	<p>CORPORATE LAW</p> <p>INTRODUCTION: CONCEPT OF LIFTING OF CORPORATE VEIL.</p> <p>TYPES OF COMPANIES, ASSOCIATION NOT FOR PROFIT, ILLEGAL ASSOCIATION.</p> <p>FORMATION OF COMPANY- PROMOTERS, THEIR LEGAL POSITION, PRE-INCORPORATION CONTRACT AND PROVISIONAL CONTRACTS.</p> <p>DOCUMENTS - MEMORANDUM OF ASSOCIATION, ARTICLES OF ASSOCIATION, DOCTRINE OF CONSTRUCTIVE NOTICE AND INDOOR</p>			MATHEMATICS	150

	<p>MANAGEMENT, PROSPECTUS AND BOOK BUILDING.</p> <p>SHARE CAPITAL - ISSUE, ALLOTMENT AND FORFEITURE OF SHARE, DEMAT OF SHARE, TRANSMISSION OF SHARES. MEMBERS AND SHAREHOLDER - THEIR RIGHTS AND DUTIES.</p> <p>CONVENING AND CONDUCT OF SHAREHOLDERS MEETINGS.</p> <p>MANAGEMENT - DIRECTORS THEIR DIS-QUALIFICATIONS APPOINTMENT, LEGAL POSITION, POWERS AND DUTIES, DISCLOSURES OF INTEREST, REMOVAL OF DIRECTORS, BOARD MEETINGS, OTHER MANAGERIAL PERSONNEL AND REMUNERATION.</p> <p>DIVIDEND AND ISSUE OF BONUS SHARES.</p> <p>INVESTIGATIONS</p> <p>WINDING UP - CONCEPT AND MODES OF WINDING UP</p> <p>EMERGING ISSUES IN COMPANY LAW.</p> <p>PRODUCER COMPANY - CONCEPT AND FORMATION</p> <p>CORPORATE GOVERNANCE - CONCEPT, RELEVANCE AND PROVISIONS UNDER LISTING AGREEMENT.</p> <p>DEPOSITORIES ACT 1996</p>				
4.	<p>BUSINESS COMMUNICATIONS</p> <p>INTRODUCTION TO THE ESSENTIALS OF BUSINESS COMMUNICATION</p> <p>CITING REFERENCES</p> <p>USING BIBLIOGRAPHICAL & RESEARCH TOOLS</p> <p>WRITING A PROJECT REPORT</p>			ECONOMICS	150

	WRITING REPORTS ON FIELD WORKSITES TO INDUSTRIES, BUSINESS CONCERNS, ETC./BUSINESS NEGOTIATIONS SUMMARISING ANNUAL REPORT OF COMPANIES WRITING MINUTES OF MEETINGS E-CORRESPONDENCE SPOKEN ENGLISH FOR BUSINESS COMMUNICATION MAKING ORAL PRESENTATIONS				
5.				BUSINESS STUDIES	150
6.				ACCOUNTANCY	150
7.				ENTREPRENEURSHIP	150
	TOTAL VOC CONTENT	350		TOTAL GENERAL CONTENT	690
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LIV

CERTIFICATE LEVEL- IV

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	BASICS OF RISK MANAGEMENT INTRODUCTION TO RISK RISK MANAGEMENT RISK IDENTIFICATION RISK EVALUATION RISK CONTROL RISK FINANCING - GENERAL RISK FINANCING - TRANSFER RISK FINANCING - RETENTION ALTERNATIVE RISK TRANSFER CORPORATE RISK MANAGEMENT CHANGING TRENDS IN RISK MANAGEMENT RISK MANAGEMENT AND SHAREHOLDER VALUE		1. 2.	SUBJECT OF STUDIES I&II TWO LANGUAGES OUT OF FOLLOWING HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KASHMIRI, KANNADA, MARATHI, MALLYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, SANSKRIT, ARABIC, PERSIAN, LIMBOO, LEPCHA, BHUTIA, MIZO, TANGKHUL, BODO, NEPALI, TIBETAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN AND SPANISH. (DETAIL CONTENT AT L_4_Language) LANGUAGE I LANGUAGE II	120 120
2.	BASICS OF LIFE INSURANCE INTRODUCTION TO INSURANCE PRINCIPLES OF LIFE ASSURANCE PREMIUM AND BONUS LIFE INSURANCE PRODUCTS UNDERWRITING INSURANCE DOCUMENTS POLICY CONDITIONS CLAIMS LINKED LIFE INSURANCE PRODUCTS INSURANCE AGENCY LAW AND REGULATIONS			ANY THREE PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_4_General_Ed_Commerce_Stream)	
3.	BASICS OF GENERAL INSURANCE			MATHEMATICS	150

	<p>INTRODUCTION TO INSURANCE PRINCIPLES OF GENERAL ASSURANCE INSURANCE DOCUMENTS THEORY AND PRACTICE OF RATING LEGISLATIVE AND REGULATORY MATTERS FIRE INSURANCE MARINE INSURANCE MOTOR INSURANCE PERSONAL ACCIDENT INSURANCE HEALTH INSURANCE LIABILITY INSURANCE ENGINEERING INSURANCE MISCELLANEOUS INSURANCES RURAL INSURANCES CLAIMS</p>				
4.	<p>ANTI MONEY LAUNDERING</p> <p>WHAT IS MONEY LAUNDERING? PREVENTION OF MONEY LAUNDERING ACT (PMLA), 2002 RBI GUIDELINES INTRODUCTION TO ANTI MONEY LAUNDERING KNOW YOUR CUSTOMER CUSTOMER IDENTIFICATION PROCEDURE KYC AND RISK PROFILE OF THE CUSTOMER COVERED/EXEMPTED PRODUCT UNDER TGE PREVIEW OF AML REQUIREMENT SOURCES OF FUND SUSPICIOUS TRANSACTIONS RECORD KEEPING INTERNATIONAL INITIATIVE FOR ANTI MONEY LAUNDERING FINANCIAL ACTION TAX FORCE US PATRIOT ACT</p>			ECONOMICS	150

	ASIA/PACIFIC GROUP OF MONEY LAUNDERING				
5.	KNOW YOUR CUSTOMER DEFINITION OF AGENT IRDA REGULATION 2000 ROLE OF AN AGENT CODE OF ETHICS COMPLIANCE RESPONSIBILITIES OF ASSOCIATES AND ADVISORS PROTECTION OF COMPANY ASSETS REPORTING TO ILLEGAL AND UNETHICAL BEHAVIOR			BUSINESS STUDIES	150
6.				ACCOUNTANCY	150
7.				ENTREPRENEURSHIP	150
	TOTAL VOC CONTENT	350		TOTAL GENERAL CONTENT	690
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LV

CERTIFICATE LEVEL- V

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	BASICS OF HEALTH INSURANCE HEALTH SYSTEMS OF INDIA HEALTHCARE AS A RISK DEVELOPMENT OF HEALTH INSURANCE IN INDIA HEALTH INSURANCE POLICY HEALTH INSURANCE UNDERWRITING HEALTH INSURANCE CLAIMS ISSUES IN HEALTH INSURANCE OTHER HEALTH INSURANCE COVERS ALTERNATIVE RISK TRANSFER OF HEALTH RISKS HEALTH INSURANCE MARKETING		1.	ANY THREE PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_5_General_Ed_Commerce_Stream)	
2.	BASICS OF MOTOR INSURANCE HISTORY AND PRINCIPLES OF MOTOR INSURANCE TYPES OF MOTOR VEHICLES			BUSINESS ORGANIZATION AND MANAGEMENT	180

	<p>LEGAL ASPECTS</p> <p>MOTOR POLICIES STANDARD FORMS</p> <p>MOTOR TARIFF REGULATIONS</p> <p>TARIFFS</p> <p>MOTOR INSURANCE DOCUMENTS</p> <p>UNDERWRITINGS</p> <p>CLAIM</p> <p>DE-TARIFF IMPLICATIONS</p>				
3.	<p>BASICS OF FIRE INSURANCE</p> <p>HISTORY AND ORIGIN OF FIRE INSURANCE</p> <p>PRINCIPLES OF INSURANCE (GENERAL)</p> <p>TARIFF REGULATIONS TERMS AND CONDITIONS</p> <p>THE STANDARD FIRE SPECIAL PERIL POLICY</p> <p>ADD-ON COVER</p> <p>RATING, LOADING/DISCOUNTS, UNDER VARIOUS POLICIES</p> <p>THEORY AND PRACTICE OF RATING</p> <p>SPECIAL POLICIES AND CLAUSES</p>			FINANCIAL ACCOUNTING	180

4.	<p>MISC INSURANCE TOPICS</p> <p>AGRICULTURE/ CROP/ WEATHER INSURANCE</p> <p>APPLICATIONS OF LIFE ASSURANCE</p> <p>CARGO LOSS PREVENTION</p> <p>COMMERCIAL GEOGRAPHY</p> <p>CONSEQUENTIAL LOSS (FIRE) INSURANCE</p> <p>ENGINEERING INSURANCE</p> <p>LAW AND ECONOMICS OF INSURANCE</p> <p>LEGAL ASPECTS OF LIFE ASSURANCE</p> <p>LIABILITY INSURANCE</p> <p>LIFE ASSURANCE FINANCE</p> <p>LIFE ASSURANCE MANAGEMENT</p> <p>LIFE ASSURANCE UNDERWRITING</p> <p>MARINE CLAUSES</p> <p>MARINE INSURANCE CLAIMS</p> <p>MARINE UNDERWRITING</p> <p>PERSONAL ACCIDENTS, SICKNESS & MISCELLANEOUS INSURANCE</p>		MICRO ECONOMICS-I	180
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	PRINCIPLES & PRACTICES OF REINSURANCE MATHEMATICAL BASIS OF LIFE ASSURANCE BASICS OF BROKING				
5.				BUSINESS LAWS	180
				BUSINESS STATISTICS	180
				FUNDAMENTALS OF COMPUTERS AND INFORMATION SYSTEM	180
				MICRO ECONOMICS– II	180
				CORPORATE LAWS	180
	TOTAL VOC CONTENT	500		TOTAL GENERAL CONTENT	540
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LVI

CERTIFICATE LEVEL- VI

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	UNIT LINKED INSURANCE PLANS INTRODUCTION TO UNIT LINKED INSURANCE PLANS FEATURES, CHARGES AND TAX TREATMENT OF ULIPS WORKING OF ULIPS BASIC GUIDELINES FOR ULIPS FUTURE PROSPECTS OF ULIPS		1.	ANY TWO PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_6_General_Ed_Commerce_Stream)	
2.	MUTUAL FUNDS CONCEPT & ROLE OF A MUTUAL FUND FUND STRUCTURE & CONSTITUENTS LEGAL & REGULATORY ENVIRONMENT OFFER DOCUMENT FUND DISTRIBUTION & CHANNEL MANAGEMENT PRACTICES ACCOUNTING, VALUATION & TAXATION INVESTOR SERVICES RETURN, RISK & PERFORMANCE OF FUNDS SCHEME SELECTION			BUSINESS MATHEMATICS	250

	<p>SELECTING THE RIGHT INVESTMENT PRODUCTS FOR INVESTORS</p> <p>HELPING INVESTORS WITH FINANCIAL PLANNING</p> <p>RECOMMENDING MODEL PORTFOLIOS & FINANCIAL PLANS</p>				
3.	<p>INSURANCE PLANNING</p> <p>LEGAL PRINCIPLES IN INSURANCE</p> <p>THE INSURANCE CONTRACT</p> <p>LEGAL LIABILITIES</p> <p>IDENTIFICATION OF LIFE, MEDICAL, HOUSEHOLDERS, AUTO, PROPERTY & LIABILITY RISK EXPOSURES</p> <p>PERSONAL PROPERTY AND LIABILITY INSURANCE</p> <p>LIFE INSURANCE NEEDS ANALYSIS</p> <p>LIFE INSURANCE POLICY ANALYSIS</p> <p>LIFE INSURANCE POLICY SELECTIONS</p> <p>ANNUITIES</p> <p>MEDICAL INSURANCE</p> <p>INSURANCE OF BUSINESS RISK</p> <p>IMPLEMENTING & REVIEWING CLIENT'S INSURANCE</p>			INCOME TAX LAW AND PRACTICE	250

	GOVERNMENT REGULATIONS OF INSURANCE				
	INSURANCE PRICING				
	INSURANCE COMPANIE				
				MACRO ECONOMICS	250
				PRINCIPLES OF MARKETING	250
				MATHEMATICS	250
				INDIRECT TAX	250
				CORPORATE ACCOUNTING	250
				COST ACCOUNTING	250
				HUMAN RESOURCE MANAGEMENT	250
				INDIAN ECONOMY – PERFORMANCE AND POLICIES	250
	TOTAL VOC CONTENT	550		TOTAL GENERAL CONTENT	500
	GRAND TOTAL			1050 HRS.	

SPECIALIZATION: FINANCIAL SERVICES: NVEQF/E&F/FS/LVII

CERTIFICATE LEVEL- VII

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	<p>BASICS OF FINANCIAL MARKETS</p> <p>INTRODUCTION TO FINANCIAL MARKET</p> <p>EQUITY</p> <p>FIXED INCOME SECURITIES</p> <p>SMALL SAVING INSTRUMENTS</p> <p>MUTUAL FUNDS</p> <p>FIXED DEPOSITS</p> <p>UNIT LINKED PLANS</p> <p>DERIVATIVES</p> <p>REAL ESTATE</p> <p>OTHER INVESTMENTS</p>		1.	<p>ANY ONE PAPER OUT OF FOLLOWING</p> <p>(DETAIL CONTENT AT L_7_General_Ed_Commerce_Stream)</p>	
2.	<p>BASICS OF DERIVATIVE MARKETS</p> <p>INTRODUCTION TO DERIVATIVES</p> <p>MARKET INDEX</p> <p>INTRODUCTION TO FUTURES AND OPTIONS</p> <p>TRADING IN FUTURE AND OPTIONS</p>			MANAGEMENT ACCOUNTING	300

	<p>TRADING IN DERIVATIVES</p> <p>CLEARING AND SETTLEMENT</p> <p>REGULATORY FRAMEWORK</p>				
3.	<p>INSURANCE BUSINESS ENVIRONMENT</p> <p>THE LEGAL ENVIRONMENT</p> <p>THE ECONOMIC ENVIROMENT</p> <p>THE COMMERCIAL ENVIROMENT</p> <p>THE FINANCIAL ENVIROMENT</p> <p>OFFICE ORGANIZATION</p>			FINANCIAL MANAGEMENT	300
4.	<p>FINANCIAL SERVICES ENVIRONMENT</p> <p>MONEYTARY AND FISCAL POLICY</p> <p>EXTERNAL FORCES ON INDIAN MAKETS</p> <p>COMPANY AS A BUSINESS MEDIUM, ITS STRUCTURE, AND ISSUES</p> <p>MONEY MARKET IN INDIA</p> <p>CAPITAL MARKET INSTRUMENTS</p> <p>REGULATORY BODIES</p>			AUDITING	300
5.	FINANCIAL ADVISING			E-COMMERCE	300

	INTRODUCTION TO FINANCIAL ADVISING				
	FINANCIAL PLANNING				
	FINANCIAL INVESTMENT PRODUCTS				
	TAXATION				
				FINANCIAL MARKETS, INSTITUTIONS AND FINANCIAL SERVICES	300
				COMPENSATION MANAGEMENT	300
				CORPORATE TAX PLANNING	300
				ADVERTISING AND PERSONAL SELLING	300
				BUSINESS DATA PROCESSING – I	
				INTERNATIONAL BUSINESS	
				GOVERNANCE, ETHICS AND SOCIAL RESPONSIBILITY OF BUSINESS	
	TOTAL VOC CONTENT	750		TOTAL GENERAL CONTENT	300
	GRAND TOTAL			1050 HRS.	