

॥ अंतरी पेटवू ज्ञानज्योत ॥



North Maharashtra University,

Jalgaon

**Syllabus for
Diploma in Capital Market Operations
and Investment Management
(One year duration)**

(w.e.f. July, 1999)

NORTH MAHARASHTRA UNIVERSITY, JALGAON.
SYLLABUS FOR
DIPLOMA IN CAPITAL MARKET OPERATIONS AND
INVESTMENT MANAGEMENT
(One Year Duration)
(With effect from July, 1999)

**DIPLOMA IN CAPITAL MARKET OPERATIONS AND
INVESTMENT MANAGEMENT
(One Year Duration)**

1. The Objective of the course is :

- a) To Train the operators of the capital markets, managers, staff members of the financial organisations.
- b) To Train the experts for Capital Market operations.
- c) To Train the investment analysts.

2. Eligibility :

A candidate should be a graduate of any discipline from any recognised University.

3. Structure of the course :

- a) The course is of the year's Duration.
- b) There shall be five theory papers and one field works report and viva-voca based on it.
- c) Paper I Principals of financial management.
Paper II Principals & Techniques of Investment Analysis / and Port Folio Management.
Paper III Capital Market Operations.
Paper IV Case studies in corporate Investment Appraisals.
Paper V Corporate Laws and SEBI Guidelines.
Paper VI Field work and Viva Voca.
- d) 60% External Examination and 40% Internal Assessment work.

4. Fees :

Total Tuition Fees will be Rs. 3800/-
The Candidate should pay admission fees, seminar and internship fee, course material and examination fee and other fees as per University rules.

5. Standard Passing & Class Awarded :

Every candidate must secure 50% marks in aggregate and for external examination 24 out of 60 marks and for internal examination 16 out of 40 marks. For Passing in the semester examination a candidate must secured minimum 40 % marks in each individual paper & internal marks separately prescribed for the semester.

1. Aggregate 70% and above .. First Class with Distinction
2. Aggregate 60% and above .. First Class
3. Aggregate 50% and above .. Second Class
4. Below 50% .. Fail

Paper I : Principals of Financial Management

1. Basic Accounting Principals - Final Accounts of a Joint Stock company.
2. Concept of Reserves, Depreciation, Provisions, Accrual of Income and Expenditure.
3. Accounting Principals, Concepts and Convention with Important International Accounting Standards.
4. Costing Concepts - Material, Labour and Overheads.
5. Accounting Ratio Analysis.
6. Fund Flow and Cash Flow Analysis.
7. Marginal Costing.

Paper II : Principals and Techniques of Investment Analysis and Portfolio Management

1. Types of Corporate Investment Instruments - Shares Debentures, Deposits - Financial structure Analysis.
2. Investment Theories.
3. Portfolio Management - Concept, Functions and Organisation.
4. Comparative study of overules if investment alternatives - Bank deposits, Gold and Silver Real Estate.

Paper III : Capital Market Operations

1. Study of Organisation and structure and control of stock Exchange in India.
2. SEs - Organisation, Structure and SEBI control.
3. Concepts - Bull, Bear, bubble, options and future, derivatives market.
4. Stock Market Operations.
5. Intermediaries - Merchant Bankers, Registrars, Portfolio, managers, Depositors.

Paper IV : CASE STUDIES IN CORPORATE INSTRUMENT APPRAISALS

1. Based on Financial structure and analysis to evaluate instrument opportunity, Ratio Analysis, etc. Minimum 3 Cases to be solved out of given 5 case studies.

Paper V : CORPORATE LAWS SEBI GUIDELINES

1. Company Laws Provisions - Registrations, Prospectus, M/A and A/A, Allotment, Transfer of shares, loans and deposits.
2. Management of Capital - Dividends, Board of directors auditors.
3. Borrowing Powers and Instruments.
4. Investigation and inspection.
5. Meetings.
6. SEBI Guidelines - Public Issue Procedure.
7. Registration of Merchant, Bankers, Registrars, Brokers & Sub-Brokers, Investors Association, Bankers of the Issue & Portfolio Managers - Control on Market Intermediaries.
8. Grievances Redressed Machinery.

Note : SEBI Guidelines issued 6 months prior to the commencement of the academic year shall be studied by the candi