



**SABARMATI UNIVERSITY**

**School of Vocational Studies**

**Syllabus & Course Structure**

**Of**

**Bachelor of Vocational Studies-**

**Banking & Finance Services**

**(BVO-BFS)**

## SEMESTER I (NSFQ LEVEL-4)

| Subject Code   | Subject Name                     | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|----------------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                                  |           | General Education | Skill | Internal Assessment | External Assessment | Total       |
| BVO<br>BFS 101 | Communication skill              | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 102 | Computer skills                  | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 103 | Environmental Studies            | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 104 | Banking and Insurance Operations | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 105 | Retail Banking and operations    | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 106 | Micro Finance                    | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 991 | Industrial Training*             | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>                     | <b>30</b> |                   |       | <b>180</b>          | <b>420</b>          | <b>1350</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical (On site)                    | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-I:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit training certificate for evaluation during the same semester.

## SEMESTER II (NSFQ LEVEL-5)

| Subject Code   | Subject Name                     | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|----------------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                                  |           | General Education | Skill | Internal Assessment | External Assessment | Total       |
| BVO<br>BFS 201 | Personality Development - I      | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 202 | Disaster Management              | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 203 | Marketing of Banking Services    | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 204 | Corporate Banking and Operations | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 205 | Banking Law                      | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 206 | Mutual Fund                      | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 992 | Industrial Training              | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>                     | <b>30</b> |                   |       | <b>180</b>          | <b>420</b>          | <b>1350</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical (On site)                    | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-II:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit training certificate for evaluation during the same semester.

## SEMESTER III (NSFQ LEVEL-6)

| Subject Code   | Subject Name                | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|-----------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                             |           | General Education | Skill | Internal Assessment | External Assessment | Total       |
| BVO<br>BFS 301 | Personality Development- II | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 302 | Indian Economy              | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 303 | Indian Financial System     | 2         |                   |       | 30                  | 70                  | 100         |
| BVO<br>BFS 304 | Treasury Management         | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 305 | Insurance & Loans           | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 993 | Industrial Training*        | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>                | <b>30</b> |                   |       | <b>150</b>          | <b>350</b>          | <b>1250</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical (On site)                    | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-III:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit training certificate for evaluation during the same semester.

## SEMESTER IV (NSFQ LEVEL-6)

| Subject Code   | Subject Name                     | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|----------------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                                  |           | General Education | Skill | Internal Assessment | External Assessment | Total       |
| BVO<br>BFS 401 | Value Education and Human Rights | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 402 | Rural Finance                    | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 403 | Business Statistics              | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 404 | Market Analysis                  | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 405 | Financial Statement Analysis     | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 994 | Industrial Training*             | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>                     | <b>30</b> |                   |       | <b>150</b>          | <b>350</b>          | <b>1250</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical ( On site )                  | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-IV:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit training certificate for evaluation during the same semester.

## SEMESTER V (NSFQ LEVEL-7)

| Subject Code   | Subject Name               | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|----------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                            |           | General Education | Skill | Internal Assessment | External Assessment | Total       |
| BVO<br>BFS 501 | Research Methodology I     | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 502 | Financial Market Operation | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 503 | Security Analysis          | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 504 | Investment Banking         | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 505 | Risk Management            | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 995 | Industrial Training*       | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>               | <b>30</b> |                   |       | <b>150</b>          | <b>350</b>          | <b>1250</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical ( On site )                  | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-V:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit training certificate for evaluation during the same semester.

## SEMESTER VI (NSFQ LEVEL-7)

| Subject Code   | Subject Name              | Credit    | Course Category   |       | Examination Scheme  |                     |             |
|----------------|---------------------------|-----------|-------------------|-------|---------------------|---------------------|-------------|
|                |                           |           | (Contact Hours)   |       | Internal Assessment | External Assessment | Total       |
|                |                           |           | General Education | Skill |                     |                     |             |
| BVO<br>BFS 601 | Research Methodology II   | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 602 | Financial Risk Management | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 603 | Portfolio Management      | 2         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 604 | International Banking     | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 605 | Bank Credit Management    | 3         |                   | --    | 30                  | 70                  | 100         |
| BVO<br>BFS 996 | Industrial Training*      | 18        | --                |       |                     |                     | 750         |
|                | <b>Total</b>              | <b>30</b> |                   |       | <b>150</b>          | <b>350</b>          | <b>1250</b> |

| <b>Industrial Training (750 Marks)</b> |           |
|--|-----------|
| Project Report                         | 250 Marks |
| Day to Day Work Report (Diary)         | 200 Marks |
| Practical (On site)                    | 200 Marks |
| Viva-Voce (Conduct by University)      | 100 Marks |

| Course Category              | Proportion | Credits | Total Lecture ( In Hours) |
|------------------------------|------------|---------|---------------------------|
| General Education Components | 40%        | 12      | 180 Hrs                   |
| Skill Components             | 60%        | 18      | 540 Hrs                   |

### Industrial Training-VI:

The students are advised to undergo 540 Hrs (10-12 weeks) training in house/industry/ Skill Knowledge Provider (SKP)/ Sector Skill Council (SSC) and should submit certificate report for evaluation during the same semester.