

VEER NARMAD SOUTH GUJARAT UNIVERSITY

F.Y.B.COM. Semester – II

Course Code - CE 225 D

Element of Banking & Insurance Paper-II

(Syllabus effective from Academic Year 2011-12 and onward)

Objectives: To impart to the students the elementary knowledge of terminology, concepts, definitions, procedures and principles in Banking and Insurance.

Elements of Banking

- Unit 1** Cheque - Its meaning, characteristics, Types of Crossing and Types of endorsement, Micr Cheque, At par cheque. (15%)
- Unit 2** Different means of Remittances:- Demand Draft, letter of Credit, Credit Card, Debit Card, ATM (Automated Teller machine), Tele Banking, Home Banking, Interlink Branch Banking, Online Banking, Computerization in Banking Field. (20%)

Elements of Insurance

- Unit 3** Life Insurance - Definitions of Life Insurance, Advantages of Life Insurance, Fundamental principles of life Insurance, Procedure of taking Life Policy, Meaning of Whole life policy and endowment policy, policy conditions, procedure for the settlement of claims, nomination and assignment, annuity, Mediclaim policy & Accident Insurance Policy. (25%)
- Unit 4** Marine Insurance - Definition of Marine Insurance contract, procedure of taking marine policy, Fundamental principles of marine insurance, Warranties in marine insurance, Types of warranties, Types of marine policies, Marine policy conditions. (20%)
- Unit 5** Fire Insurance- Definition of Fire Insurance contract, procedure of taking fire policy, Fundamental principles of fire insurance, Types of fire insurance policies, Policy conditions – implied and (20%)

express conditions.

List of Books Recommended.

1. Banking in India, by Panandikar S.G.
Orinet Longmans Ltd., Kolkatta-13
2. Fundamentals of Banking Theory and Practice, by Basu A.K.
3. Theory and Practice of Banking, by Bedi H.L. Ayyar G.S. Shenoy H.P.
Subramanian N.V.
Jeevandeep Prakashan, Bombay-400004
4. Principles of Banking, by Garg K.N.
Kitab Mahal, Allahabad
5. Elementary Banking, by Sheldon, Mcdonald & Evans.
6. ભારતીય બેંકીંગ કાનૂન અને વ્યવહાર- લેખક : ટેનન એમ.એલ.અનુ.વેલવન ડી.એસ.
યુનિવર્સિટી ગ્રંથ નિર્માણ બોર્ડ, અમદાવાદ.
7. બેંકીંગ કાનૂન અને વ્યવહાર- લેખક: ચાવલા માલવિયા, (સૌરાષ્ટ્ર યુનિવર્સિટી બેંકીંગ એસોસિએશન)
8. Insurance Principles and Practice, by R.S.Sharma
9. Insurance Principles, Practice and Registration, by M.K.Ghosh & A.N.Agrawal
10. Life Insurance in India, by P.A.S.Mani
11. Life Insurance, by Prof.O.S.Gupta
12. વીમાના સિદ્ધાંતો, - લેખક- ત્રિવેદી વછરાજાની
13. Fundamentals of Insurance by P.K. Gupta, Himalaya Publications.
14. Principles and Practice of Insurance by M.N. Mishra, S.N. Chand Company.