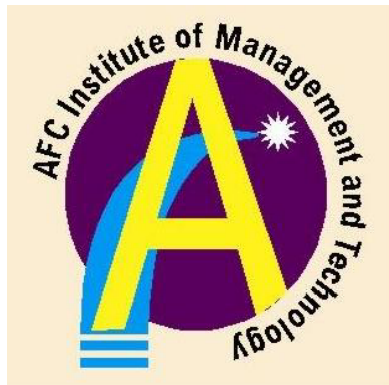


# AIMTEC

## AFC Institute of Management and Technology

**Enhanced  
Skills**



**Wider  
Mobility**

**Specialized Distance Learning  
Diploma Courses to provide Add-on  
Value to Basic  
Qualifications & Enhance Career  
Prospects in Six Months**

**Head Office : Agricultural Finance Corporation Ltd., Dhanraj  
Mahal, 1st floor, Chhatrapati Shivaji Marg, Mumbai – 1  
Phone No- 022-22028924; email: aimtec.afcf@gmail.com;  
krishnan.afc@gmail.com**

## **AIMTEC**

**AFC Institute of Management and Technology has been established by Agricultural Finance Corporation Ltd (AFCL) with the objective of providing short-term autonomous courses of “Add-on” nature to basic qualifications of students which would enhance their knowledge and skill base and improve their preparedness in the work environment.**

## **AFCL**

**Agricultural Finance Corporation Ltd (AFCL) is a leading Organization in India with more than four decades of experience since 1968. It is an organization promoted by the Indian Banking Industry comprising Commercial Banks, National Bank for Agriculture and Rural Development (NABARD), and EXIM Bank as a Technical Support Institution committed to rural prosperity.**

**India has the largest youth population in the world. It's human resources are its greatest asset in the 21st Century. However acquisition of the right skills by the youth alone can make India one of the developed nations of the world by 2020 as envisaged by former President Dr. A.P.J. Abdul Kalam. AFCL has dedicated itself into Human Resource Development to train the youth of the country by Distance Education Mode by offering a variety of market driven courses to supplement their basic qualifications. These carefully crafted practical courses would be responsive to the needs of Agriculture, industry, Service sector. For this purpose it has established the AFC Institute of Management and Technology (AIMTEC).**

# Courses

## Diploma in Banking and Finance

The Indian Banking Sector is poised for high growth in the next few years which would entail recruitment of personnel having specialised knowledge about the working of the industry. Moreover lack of recruitments in the past few years by PSBs would lead to shortage of qualified staff due to retirement of larger numbers. This presents a good opportunity for the youth of country who wish to enter the banking industry. It is estimated that as many as 3 lakh fresh recruitments are likely to take place in the next 2-3 years.

Taking cognizance of this development AIMTEC has developed a very comprehensive course covering a large canvas right from evolution of banking industry in other countries and India to insurance sector , capital markets, Financial Management, Mathematics and Statistics in banking sector, banking laws, project appraisal , risk management etc. that would provide the student with a comprehensive understanding of the sector including the latest developments giving successful candidates a distinctive competitive edge not only for appearing in entrance examinations and interviews but also be able to start their work immediately with efficiency.

# Courses

## Diploma in Banking and Finance

The following modules are offered in this course :

1. Banking, Finance – Concepts theories, principles and practices
2. Accounting, Mathematics and laws relevant to banking
3. Banking and finance – Instruments, Products, Process-methods
4. Principles of Management as applied to Banking and Finance
5. Banking technology

Suitable for Commerce graduates/post graduates, Business Administration, Finance and MBAs, those already employed in banks and financial institutions wanting join the banking sector or appear for competitive exams of public and private sector banks.

## Diploma in Microfinance

Best for Commerce/Agriculture students including bank employees, NGO's and Volunteers working in SHG's who want to enhance and upgrade their knowledge and prepare themselves for different jobs in these fields. The course has the following four modules:

1. History and Introduction of Micro Finance
2. Group Formation and credit Linkage of SHG's
3. Different models in Microfinance and Rural appraisal
4. Establishment of MFIs and innovations

Scope of Employment :

In leading banks for their Microfinance lending branches, to act as a trained facilitator with any of the NGO's, MFIs, anganwadi workers/sathins etc

# Courses

## **Diploma in Clean Development Mechanism**

Tackling Climate Change is the prime concern of the Governments world wide. Market based mechanism like the CDM will be key to achieving this. The CDM has experienced rapid growth in recent years beyond expectations. The world bank reckons the CDM has promoted investments of about 459 billion. At the moment, there are over 3000 CDM projects in progress, according to the World Bank. However, there is lack of specialized CDM experts. Considering this a Course has been designed to reducing the yawning gap of demand and supply of CDM experts. This will guide students in understanding the following topics:

1. Principles of Clean Development Mechanism
2. Clean Development Mechanism process
3. Major projects and sustainable development in CDM
4. Preparing CDM project Design Document(PDD)
5. Potential of CDM projects in India

More suitable for Science graduates/post-graduates, engineering graduates and those employed in institutions connected with environment conservation and management, environment consultants etc.

## **Diploma in Foreign Trade Management**

The course consists of the following units:

1. International Marketing & Research
2. Export Finance, Banking & Exchange Regulations
3. Export Procedure & Documentation
4. Import Management
5. Foreign Trade Policy

# Courses

This course is beneficial to entrepreneurs, Exim department personnel of banks and also to graduates, post graduates and MBAs as an add on Qualification. The study includes theoretical and practical aspects, right from generation of orders to realisation of proceeds and covers government incentives, relevant policies and procedures of Exports and imports. The course helps to acquire knowledge to enhance ability to deal in global scenario.

## Structure of the Courses

The contents of the course have been designed by the AFC in consultation with the Experts in the discipline. The study material will be self-instructing with suitable theoretical and practical assignments to enable the students to understand and assimilate the concepts and principles with ease.

## Duration

Diploma courses are of 6 months duration. A successful candidate would get diploma after securing 50% marks in 100 objective type questions. Term-end examination would be conducted on completion of 6 months and submission of all assignments.

## Medium of Instruction

The programme is conducted in English.

## **Eligibility Qualification**

The minimum qualification is Graduation in any discipline for all Courses and the students should not be less than 18 years.

## **Fee Structure**

Fees for all courses is Rs. 7500/= by Distance Education Mode. However, fee for Class Room Mode instruction would be additional and it is different for each course. All fees shall be paid by DD drawn in favour of AFC Foundation payable at Mumbai

## **Mode of Education**

Distance Learning or Class Room Mode through select Regional Facilitation Centres depending purely on choice of student.

# Application Form for Admission to Diploma Courses

Sr. No.

Chief Executive Officer  
AFC Foundation/AIMTEC  
Dhanraj Mahal, 1st Floor  
Chhatrapati Shivaji Maharaj Marg  
Mumbai - 400 001

Affix a Passport  
size Photograph  
with signature  
across it

Dear Sir,

I wish to seek admission in your Diploma Course through Distance Learning Mode/Class Room Mode.

The following particulars are furnished for consideration:

1. Name (Mr/Ms)  
(Capital Letters)
2. Father's/ Husband Name
3. Date of Birth (dd/mm/yyyy)
4. Address for Correspondence  
(Capital Letters)   
City   
State   
Phone/Mobile No.
5. Educational Qualification#
6. Course in which admission is sought  (Please ✓)
7. Medium of Instruction English
8. Details of Fee Remitted

DD No.  Dated  Rs.   
Drawn on (Bank)

Place:

Date:

Signature of the Candidate

Centre Code :

(# Please attach the photocopies of the certificates in support of your educational qualification)

(For Office Use Only)

## Acknowledgement Slip Cum Receipt

Sr. No.

Date :

Name (Capital Letters)

Course offered  Enrollment No.  Centre Code

Details of Fee Received:

DD No.  Dated  Rs.

Drawn on (Bank)

(Authorised Signatory)