



**SARDAR PATEL UNIVERSITY**  
**MASTER OF VOCATION**  
**(Insurance & Financial Marketing)**  
**SEMESTER – IV**



**Syllabus with effect from: 2019-2020**

<b>Paper Code: PB04IFMG01</b>		<b>Total Credit: 6</b>
<b>Title of Paper: Advance of Life insurance</b>		
<b>Unit</b>	<b>Description in detail</b>	<b>Weighting (%)</b>
<b>1.</b>	<b>Underwriting and Pricing</b> Underwriting and Pricing- Underwriting- meaning, purpose, factors, medical examination, sources of information, primary underwriting, financial underwriting, and methods. Pricing- meaning, objectives, steps, and factors. Risk, net, office, and level premium. Transparency in pricing of insurance. Customer responsiveness.	<b>25%</b>
<b>2.</b>	<b>Policy Servicing</b> Policy Servicing- meaning and facets, need, and IRDA's guidelines- both pre-sale and post-sale. Advisor's/Broker's role in servicing. Answering queries and complaints of customers. Unsolicited policies. Tapping technology to stay competitive- technological barriers- faceless technology. Service with sensitivity.	<b>25%</b>
<b>3.</b>	<b>Servicing Activities during the policy term</b> Servicing Activities during the policy term- premium notice, premium collection and processing, change in mode of premium payment, lapse intimation, revival, alterations, non-forfeiture- surrender and paid up, loans, foreclosure, change in name of beneficiaries, issue of duplicate policy, and other services under the policy.	<b>25%</b>
<b>4.</b>	<b>Claim Services</b> Claim Services- meaning and importance. Maturity and death claims- documents required and the procedure to make a claim, processing of claims, early and fraudulent claims, supplementary benefit payments, and claimant's title. Settlement options. Claim concession. Repudiation of claims and grievance redressal.	<b>25%</b>

**Reference books**

1. H. S. N. Murthy & Sarma Modern Law of Insurance in India, Fourth Ed. (2002), Universal Book Traders, Delhi.
2. Kenneth Black, JR. & Harold D. Skipper JR., Life and Health Insurance, Thirteenth Ed. (2000), Pearson Education.
3. K.C. Mishra & C. S. Kumar, Life Insurance- Principles and Practice, (2009), Cengage Learning India Pvt. Ltd.
4. H. Narayanan, Indian Insurance- A Profile, (2006), Jaico Publishing House.
5. Shashidharan K. Kutty, Managing Life Insurance, (2008), Prentice- Hall of India Pvt. Ltd.

<b>Paper Code: PB04IFMG02</b>	<b>Total Credit: 6</b>
<b>Title of Paper: Advance of General Insurance</b>	

<b>Unit</b>	<b>Description in detail</b>	<b>Weighting (%)</b>
<b>1.</b>	<b>Liability Insurance</b> Liability Insurance- meaning, importance, special features, and an approach to deal with societal risk. First party and third party insurance. Basis of liability- direct, vicarious, tort, legal and contractual. Types- motor, employee, professional, product, compulsory, and public.	<b>25%</b>
<b>2.</b>	<b>Public, Product &amp; Professional Liability insurance</b> Public Liability – Compulsory - Under the Public liability Act, 1991. Public liability- (optional)- industrial and non-industrial risks. Employer Liability- under the Employees Compensation Act, 1923 and The Fatal Accidents Act, 1855. Product Liability Insurance. Professional Liability Insurance.	<b>25%</b>
<b>3.</b>	<b>Concept of Miscellaneous Insurance</b> Miscellaneous Insurance - meaning and scope. Burglary insurance- private dwellings and business premises. Householders' and Shopkeepers' package policies. Jewellery( Gold) insurance. Wedding (event) insurance. Credit insurance. Pet insurance.	<b>25%</b>
<b>4.</b>	<b>Other Miscellaneous Insurance</b> Miscellaneous Insurance – Fidelity (crime) insurance – meaning and special features. Contract of guarantee (suretyship) and guarantee insurance. Commercial Fidelity Policies. Court Bonds. Boiler and machinery insurance. Industrial All Risks Insurance. Pollution Insurance. First Loss Insurance.	<b>25%</b>

#### **Reference books**

1. Avtar Singh, M. N. Srinivasan's Principles of Insurance Law, Eighth Ed. (2006), Wadhwa & Co., Nagpur.
2. Corporate Insurance, Shardakumaraswamy & V. Kumaraswamy, (2005), Tata McGraw- Hill Publishing CO. Ltd. New Delhi.
3. K. C. Mishra & G. E. Thomas, General Insurance- Principles and Practice, (2009), Cengage Learning India Pvt.
4. General Insurance- Personal, The ICAI University.
5. Publications of Insurance Institute of India –
6. IC-11- Practice of General Insurance
7. IC-73- Personal Accident, Sickness, and Miscellaneous Insurance
8. IC- 74- Liability Insurance
9. IC- 78- Miscellaneous Insurance
10. IC-79- Liability and Engineering Insurance.

<b>Paper Code: PB04IFMG03</b>	<b>Total Credit: 6</b>
<b>Title of Paper: Insurance Management - II</b>	

<b>Unit</b>	<b>Description in detail</b>	<b>Weighting (%)</b>
<b>1.</b>	<b>Insurance documents</b> Insurance documents- Proposal form, Cover note, Certificate of Insurance, Endorsement, Renewal Notice, Claim form, Survey Report. Basic parts- Clause, Warranties, Condition, Exclusion, Riders, Deductibles.	<b>25%</b>
<b>2.</b>	<b>Insurance Intermediaries</b> Types of Insurer, Insurance Intermediaries, Distribution system in insurance industry, Important activities of an insurance company, Typical operational structure of an Insurance Company, Role of Actuarial Profession.	<b>25%</b>
<b>3.</b>	<b>Legislative &amp; Regulative matters</b> Legislative & Regulative matters- Aim, Objective & Areas of regulation, Insurance Act 1938, IRDA Act 1999, GIBNA 1972, LIC Act 1956, Consumer Protection Act 1986, Insurance Ombudsman, Role of T. A. C. ,Contract Act 1872, Malhotra Committee. Insurance Advisory Committee.	<b>25%</b>
<b>4.</b>	<b>Claim Management</b> Claim Management – Concept & Classification of Claim, Essential elements of Claim, Claim procedure, Role of insured & insurer in claim management, Claim settlement & its significance, Nature of claim for various classes of insurance, Dispute, Litigation & Arbitration.	<b>25%</b>

#### **Reference books**

1. Insurance industry: ICFAI Publishers
2. Principles of Risk Management & Insurance – George E. Rejda.
3. Risk Management & Insurance- Scott Harington .
4. Risk Management & Insurance- C. Arthur Willams

<b>Paper Code: PB04IFMS01</b>	<b>Total Credit: 6</b>
<b>Title of Paper: Group &amp; Health Insurance</b>	

<b>Unit</b>	<b>Description in detail</b>	<b>Weighting (%)</b>
<b>1.</b>	<b>Group insurance</b> Group insurance: Definition , Feature & Basic Principles of Group insurance, Group underwriting consideration, Eligible group, Individual vs Group insurance, Benefits of Group insurance, Reason for growth of Group insurance, Opportunities for agents, Role group representative, Rating in Group insurance.	<b>25%</b>
<b>2.</b>	<b>Employee Deposit Linked Insurance</b> Employee Deposit Linked Insurance (EDLI) & Non EDLI, Group Gratuity Scheme, Group Annuity Scheme, Group Savings Linked Scheme, Voluntary Retirement Scheme, Group Leave Encashment Scheme, Rural Group Life Insurance Scheme, Landless Agricultural Laborers Group Insurance, Group Insurance & Taxation.	<b>25%</b>
<b>3.</b>	<b>Health Insurance</b> Health Insurance: Meaning & Distinctive feature of Health Insurance, Principle of Health Insurance, Third Party Administrator, Types of Health Insurance, Surgical expense insurance, Major Medical Insurance, Long term care, Disability income Insurance, Co- Insurance, Wavier Premium, Rehabilitation Benefit, Partial & Residual disability.	<b>25%</b>
<b>4.</b>	<b>Mediclaim Insurance</b> Mediclaim Insurance ,Bhavishya Arogya Policy, Tertiary care, Jan Arogya Bima, Cancer Insurance, Overseas Mediclaim Insurance, Claim settlement Features, Employee State Insurance Scheme.	<b>25%</b>

#### **Reference books**

1. Group & Health Insurance : ICFAI Publishers
2. Insurance Industry : ICFAI Publishers
3. Principles of Risk Management & Insurance – George E. Rejda.

<b>Paper Code: PB04IFMS02</b>	<b>Total Credit: 6</b>
<b>Title of Paper: Engineering &amp; Liability Insurance</b>	

<b>Unit</b>	<b>Description in detail</b>	<b>Weighting (%)</b>
<b>1.</b>	<b>Concept of Liability Insurance</b> Liability Insurance- Introduction- Historical Background- Basic Principles of Insurance- Insurable Interest- Indemnity- Utmost Good Faith- Scope of Liability Insurance- Special Features of Liability Insurance	<b>25%</b>
<b>2.</b>	<b>Legal Background</b> Legal Background- Introduction- Employer's Liability for Negligence of Employees- Principal's Liability for Negligence of Contractors- The Law of Strict Liability- The Law of Absolute Liability- Director's & Officer's Personal Liability- Statutory Liability- The Consumer Protection Act, 1986.	<b>25%</b>
<b>3.</b>	<b>Engineering Insurance</b> Origin & History of Engineering Insurance – Special features of Engineering Insurance – Project Insurance – Construction phase – Policies – Contractors all risk insurance – Storage cum erection insurance – contract work insurance – contractors plant & Machinery insurance	<b>25%</b>
<b>4.</b>	<b>General aspect of engineering insurance</b> Operational Phase Or annual policies - Machinery insurance – Electronic equipment - Boiler and Pleasure plant insurance – Civil engineering completed Risk – Machinery loss of profits insurance – Advance laws of Profit insurance - Detoriation of stock insurance - General aspect of engineering insurance – Industrial all risks	<b>25%</b>

#### **Reference books**

1. Insurance Institute of India- IC-79- Engineering and Liability Insurance
2. Insurance Institute of India- IC-74 - Liability Insurance
3. Insurance Institute of India -IC-77- Engineering Insurance

<b>Paper Code: PB04IFMS03</b>	<b>Total Credit: 6</b>
<b>Title of Paper: Role of Reinsurance in Insurance Sector</b>	

<b>Unit</b>	<b>Description In Detail</b>	<b>Weight age</b>
1	<p><b>Introduction</b></p> <p>Introduction – Brief historical background - Nature of reinsurance – Functions of reinsurance - Methods of reinsurance - Proportional : Quote share – Surplus – Facultative obligatory - Non-Proportional : Excess of Loss – per Risk –Insurance and reinsurance contracts - Reinsurance documentation - Reinsurance - Special factors pertaining – Reinsurance Programme – Designing and Arranging. Setting Retentions – General considerations and factors that influence retention – determining retentions for various classes of business – Property – Liability – Marine – Aviation.</p>	25%
2	<p><b>Fundamentals of reinsurance</b></p> <p>Programme design - Analysing reinsurance needs – Needs based on business strategy – financial needs – needs based on management style and attitude – construction of reinsurance programme – Negotiation and placement of reinsurance – direct placement – placement through intermediaries – role of intermediaries – advantages and disadvantages of direct placement and dealing through intermediaries.</p>	25%
3	<p><b>Reinsurance clauses</b></p> <p>Reinsurance clauses: Common clauses – Operative Clause – Commencement and Termination Clause – Access to Records Clause – Errors and Omissions Clause – Intermediary Clause – Offset Clause – Claims Settlement Clause – Accounting Clause - Certain Special Clauses – Net Retained Lines Clause – Retention and Limits Clause – Ultimate Net Loss Clause – Loss Occurrence Clause – Reinstatement Clause – Cut – through Endorsement.</p>	25%
4	<p><b>Reinsurance Accounting</b></p> <p>Reinsurance Accounting – Special nature of reinsurance accounts – formats of reinsurance accounting – Taxation aspects – Special Characteristics of certain important reinsurance markets – Reinsurance Exchanges – pools - Reinsurer Financial Security – Importance - Managing reinsurer security – Selecting reinsurers – Establishing criteria for evaluation of security – Financial Strength Ratings – Major rating agencies.</p>	25%

## **REFERENCES**

1. Insurance Institute of India- IC-85- Reinsurance Management
2. Module III, Risk Management and Reinsurance, The Institute of Chartered Accountants of India: New Delhi.
3. Module III (Supplementary Study Material), Risk Management and Reinsurance, The Institute of Chartered Accountants of India: New Delhi.
4. Ruth Gastel, Reinsurance: Fundamentals and New Challenges, Insurance Information Institute: New York