

GUJARAT TECHNOLOGICAL UNIVERSITY

Integrated Master of Business Administration

Year – 4 (Semester –7) (W.E.F. Academic Year 2017-18)

Subject Class: Elective

Subject Name: EXIM Procedures (EXIMP)

Subject Code: 2577164

1. Learning Outcomes:

Learning Outcome Component	Learning Outcome
Business Environment and Domain Knowledge (BEDK)	<ul style="list-style-type: none"> Evaluate and justify the various documents for processing export and import orders.
Critical thinking, Business Analysis, Problem Solving and Innovative Solutions (CBPI)	<ul style="list-style-type: none"> Develop a critical perspective to examine the EXIM policy framework. Developing analytical skills for identifying export opportunities and undertaking export marketing in countries offering export potential for wide ranging products of Indian origin.
Global Exposure and Cross-Cultural Understanding (GECCU)	<ul style="list-style-type: none"> Understand the implications of foreign trade policy.
Social Responsiveness and Ethics (SRE)	<ul style="list-style-type: none"> Evaluate the legal implications in the area of exports and imports.
Effective Communication (EC)	<ul style="list-style-type: none"> Clarity in understanding the various ex-im documents, and ability to clearly communicate specific details in written and oral communication.
Leadership and Teamwork (LT)	<ul style="list-style-type: none"> Understand how to export strategically as an entrepreneur.

2. Course Duration: The course duration is of **40 sessions of 60 minutes each.**

3. Course Contents:

Module No:	Contents	No. of Sessions	70 Marks (External Evaluation)
I	Regulatory Framework Governing Exports and Imports: <ul style="list-style-type: none"> Laws governing India's export-import (general provisions) <ul style="list-style-type: none"> Foreign trade (Development and Regulation) Act, 1992 	10	18

	<ul style="list-style-type: none"> ○ Foreign trade (Development and Regulation) Amendment Bill, 2010. ○ DGFT ○ The Customs Act ○ GST Act ● Export Inspection Council ● Overview of Foreign Trade Policy (2015-2020) <ul style="list-style-type: none"> ▪ Legal basis and duration of FTP ▪ Handbook of Procedures ▪ E-IEC ▪ General Provisions ▪ EDI ▪ Bonded Warehouses ▪ Free exports ▪ Objective of MEIS & SEIS ▪ Towns of Export Excellence ▪ Specific Input-Output Norms (SION) 		
II	<p>INCO Terms</p> <p>Methods of Payment:</p> <ul style="list-style-type: none"> ● Open account, consignment, D/A, D/P ● Letter of Credit (L/C) <p>International Trade Documents:</p> <ul style="list-style-type: none"> ● Aligned Documentation System (ADS) ● Proforma Invoice ● Commercial Invoice ● Packing List ● Shipping Bill ● Certificate of Origin ● Consular Invoice ● Certificate of Origin vs. Consular Invoice ● Commercial Invoice vs. Consular Invoice ● Mate's Receipt ● Bill of Lading ● Mate's Receipt vs. Bill of Lading ● Guaranteed Remittance (GR) Form ● Bill of Exchange ● Airway Bill ● Import Documents <p>Role of Customs House Agent, Freight forwarders and Shipping Agents (in brief).</p>	10	18
III	<p><u>Export Procedure:</u></p> <ul style="list-style-type: none"> ● Registration Procedure 	10	17

	<ul style="list-style-type: none"> • Pre-shipment Procedure • Shipment Procedure • Post-shipment Procedure (Realization of Export Proceeds) • Excise Clearance for Exportable Goods / GST provisions <p>Quality Control and Pre-shipment Inspection</p> <ul style="list-style-type: none"> • Objectives of Quality Control and Pre-shipment Inspection • Methods of Quality Control and Pre-shipment Inspection • Procedure for Pre-shipment Inspection • Procedure for Shipping and Customs Clearance <p>Marine Insurance Policy:</p> <ul style="list-style-type: none"> • Procedure for Marine Insurance Policy • Types of Marine Insurance Policies • Procedure for Filing Marine Insurance Claim • Registration-cum-Membership Certificate (RCMC) • Role of Customs House Agents (CHAs) 		
IV	<p>Import Procedure:</p> <ul style="list-style-type: none"> • Categories of Importers • Import License • Import of Samples • Import Contract • Pre-import Procedure • Legal Dimensions of Import Procedure • Retirement of Import Documents • Customs Clearance for Imported Goods • Warehousing of Imported Goods • Exchange Control Provisions for Imports • Import Risks • Import Duties • Valuation for Customs Duty • Import Incentives under Special Schemes • Import of Personal Baggage • Import of Gifts 	10	17
V	<p>Practical:</p> <ul style="list-style-type: none"> • Students can visit exporters and importers and understanding the practical processes and formalities involved. • Students can also simulate an export order and create a detailed process involving all documentation and procedural aspects. 	---	(30 marks CEC)

4. Pedagogy:

- ICT enabled Classroom teaching
- Case study
- Practical / live assignment
- Interactive class room discussions

5. Evaluation:

Students shall be evaluated on the following components:

A	Internal Evaluation	(Internal Assessment- 50 Marks)
	• Continuous Evaluation Component	30 marks
	• Class Presence & Participation	10 marks
	• Quiz	10 marks
B	Mid-Semester examination	(Internal Assessment-30 Marks)
C	End –Semester Examination	(External Assessment-70 Marks)

6. Reference Books:

No.	Author	Name of the Book	Publisher	Year of Publication / Edition
1	Mahajan M. I.	Export Policy, Procedures and Documentation	Snowwhite Publications	2015
2	Paul Justin and Rajiv Aserkar	Export Import Management	Oxford	2013
3	D C Kapoor	Export Management	Vikas	Latest Edition
4	Parul Gupta	Export Import Management	McGraw Hill	2017
5	Dr. Khushpat S. Jain, Dr. Apexa V. Jain	Foreign Trade – Theory, Procedures, Practices and Documentation	Himalaya	Latest Edition
6	Kumar Aseem	Export and Import Management	Excel	Latest Edition
7	Nabhi's board of Editors	How to EXPORT	JBA	2018
8	P.Veera Reddy & P.Mamatha	Manual on EXPORT Documentation	JBA	2018
9	Ankita Pal	Master Key Law of Export Import Regulation	Amar Law	Latest Edition

Note: Wherever the standard books are not available for the topic appropriate print and online resources, journals and books published by different authors may be prescribed.

7. List of Journals/Periodicals/Magazines/Newspapers / Web resources, etc.

1. EXIM India
2. International Journal of Export Marketing
3. Economic Times
4. Exim News
5. Global Trade Review
6. Business Standard