

Maharashtra Academy of Engineering and Educational Research's

MIT Arts, Commerce and Science College, Alandi(D) – 412 105.

Activity Report of Functional MOUs

2016-17

विश्वकल्याण बहुउद्देशिय सेवाभावी संस्था,जवळा बु१। ता.सेनगांव,जि.हिंगोली-४३९५९३

नो.क्रं.महा.३७३/११ व एफ ४९१७(हिंगोली)

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जा.क्रं

दिनांक- / /२०

MEMORANDUM OF UNDERSTANDING

Between

Arts, Commerce & Science College

Alandi (D), Pune

&

VISHVAKALYAN BAHU UDDESHIYA SEVABHAVI SANSTHA

27/09/2016

This memorandum of understanding is signed between VISHVAKALYAN BAHU UDDESHIYA SEVABHAVI SANSTHA, and MAEER'S MIT Arts, Commerce & Science College, Alandi (D), Pune - 412105, with reference to the terms and conditions of the engagement between the two parties.

Introduction

The VISHVAKALYAN BAHU UDDESHIYA SEVABHAVI SANSTHA works for

- MINORITY STUDENT SERVICES
- WOMEN EMPOWERMENT
- TRAINING OF STUDENTS
- YOUTH WELFARE
- DISASTER MANAGEMENT
- RURAL DEVELOPMENT AND EMPLOYEMENT
- HUMAN RESOURCE DEVELOPMENT
- UNTRADITIONAL ENERGY MANAGEMENT

MIT ACSC puts special emphasis on e-based learning, subject-oriented advanced inputs, continuous assessment programs, experimental and industry oriented project work.

Objectives of Cooperation

Under this memorandum, MIT ARTS, COMMERCE AND SCIENCE COLLEGE, Alandi (D) agrees:

To conduct at least one Training and Awareness Program in a year for

- Students from Backward Class
- Students from Warkari Saampradaay
- Women Empowerment
- Employability of Youth

The MoU will be effective from 01 October, 2016 to 30 September, 2018.

Authorized signatory from Agreed to:

For VISHVAKALYAN BAHU UDDESHIYA	For MAEER'S MITACSC, Alandi(D), Pune
SEVABHAVI SANSTHA	
Sign: Armode	Sign:
Name: Shinde G. R.	Name: DY- B.B. Weephore
Designation: President.	Designation: Principal
त्रश्वकत्याण बहुउहे जिय सेवामावी संस्था जवळा बु. ता.सेननाव जि.हिंगोली.	Alandi, Pune 412 105

09/2016



Alandi (D), Pune - 412105

Department Of Computer Application

Academic Year: 2016-2017

Report on "Survey for Computer Awareness Program & Use of Smart
Phone"

Objective of the Activity:

The objective is to collect information of people living in Alandi Area regarding computer knowledge & how they are using internet or smart phones. Also, we collected information to make them aware of computer knowledge & how efficiently to use the smart phones.

Activity Details:

Department of Computer Application has taken an initiative to collect basic information of people living in Alandi Area regarding use of Computer and mobile phones. We collected information like their basic qualification, service & computer knowledge and whether they use internet or smart phone. The duration for this activity was from 24th April, 2017 to 06th May, 2017.

Outcome:

Based on collected information, we found that people of Alandi(D.) are lacking in use of computer and internet. Also they have very basic knowledge regarding the use of smart phones. Hence we decided to conduct computer awareness program for them.

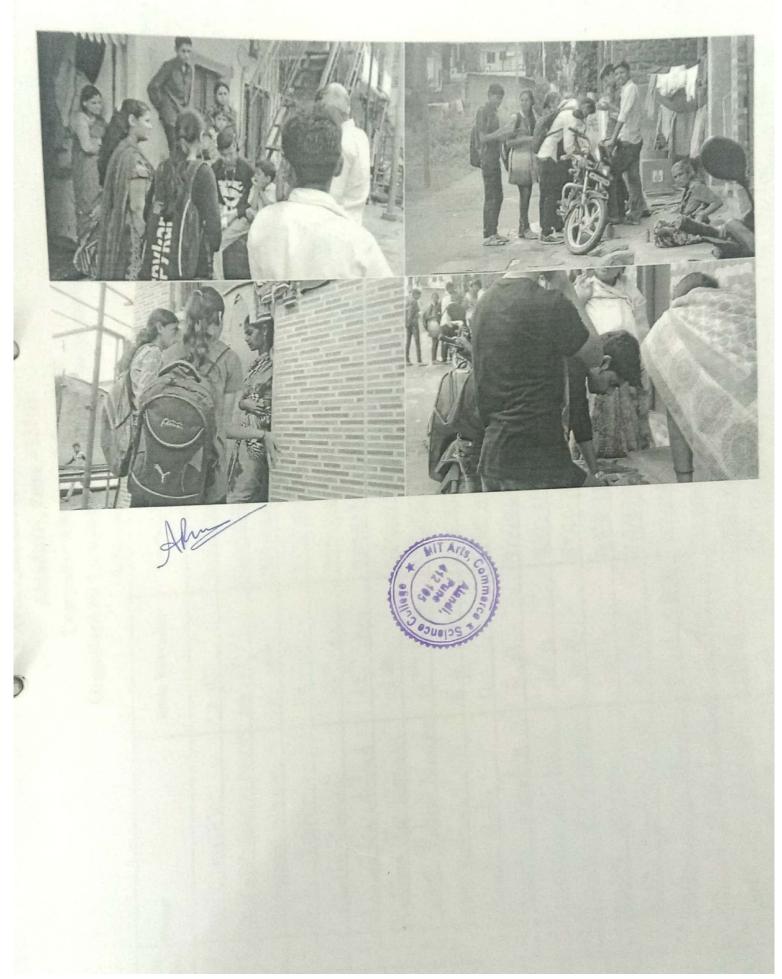
Prof. Akshada Kulkarni

HOD, Computer Application

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Dr. B. B. Waphare

Principal



Alandi(D), Pune 412105 Computer Awareness Program Organised by Computer Application Department Attendance Record

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Organised by Computer Application Department

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Alandi(D), Pune 412105 Computer Awareness Program

Organised by Computer Application Department

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Alandi(D), Pune 412105 Computer Awareness Program

Organised by Computer Application Department Attendance Record

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MIT Arts, Commerce & Science College, Alandi (D), Pune B Com / BA Department A. Y. 2016-17 NOTICE

Date: 2 September, 2016.

It gives us immense pleasure to announce that the Department of Arts & Commerce has taken initiative to start an Add On Course:

Advance Excel for the students. The aim of this course is to nurture and to develop professional skills and computer efficiency among the students. This course will help the students to become employable and competent in the global market.

The training will be given by CCA (Tally) Institute, which is one of the reputed and authorized institute in Pune.

Add On Course: Advance Excel

Details are as follows:

Duration of the Course: Two Months

Training Fee

: Rs. 1500/- per trainee

Schedule

Days	Time
Wednesday	1.00 pm to 3.00 pm
Thursday	

Probable date of starting the program: 26 September 2016.

Admission

:Interested students should conform their seats by paying fees in the Accounts Department of ACSC on or before 20 September 2016.

1

Seats Limitation

: Maximum up to 40

Venue

: (Lab 4, 5, 6) MIT Arts, Commerce & Science

College, Alandi,

Pune

Course Cordinator

: Dr. Padmavati S. Undale

Prof. Manasi Atitkar

HOD

Dr. B. B. Waphare

Principal





COLLEGE OF COMPUTER ACCOUNTANTS

CCA Educations Pvt. Ltd.

311, 3rd Floor, Mahalaxmi Market, Shanipar Chowk, Mandai Road, Pune - 2 Ph.: 020-32392121 / 9373703928 / 9372327456, Web: www.ccaindia.in

Date: 20/08/2016



Memorandum of Understanding

This memorandum of understanding is made and executed at Pune on 20th August 2016.

BETWEEN

MIT Arts, Commerce and Science College (MITACSC), Registered address as, MAEER's MIT Arts Commerce & Science College, Dehu Phata, Alandi (D), Tal. Khed, Pune - 412 105, Maharashtra, India, represented by the Principal Dr. B.B.Waphare. which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the Party of the FIRST PART.

AND

CCA Education Pvt.Ltd Address: Office No 311/12/13/14 3rd floor, Mahalaxmi Market, Mandai road, Shanipar chowk,Pune: 411002, which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the Party of the OTHER PART.

1. BACKGROUND

The Party of the FIRST PART was established in the year 2007, under the aegin of Maharashtra Academy of Engineering and Educational Research MAEER

Educa

Pune: It is affiliated to the University of Pune and recognized by the Government of Maharashtra.

The Party of the OTHER PART is a corporate and academic trainer, who has wide experience in teaching technical and non-technical courses in accordance with professional and competent environment.

2. OFFER AND ACCEPTANCE

- 2.1. The Party of the OTHER PART made an offer to the Party of the FIRST PART vide its offer letter dated 21st July 2016.
- 2.2. After having preliminary discussions in this matter and have ascertained areas of broad consensus the Party of the FIRST PART has accepted the offer and decided to recognize Party of the OTHER PART as an approved Institution to conduct training program on Tally ERP9, Advance Excel 2010 at their MIT Arts, Commerce and Science College, Alandi, Pune, campus.

3. PURPOSE

The purpose of this Memorandum of Understanding is to establish a framework for co-operation between Party of the FIRST PART and Party of the OTHER PART. The parties now, have therefore, agreed to enter in writing these areas of consensus, under a Memorandum of Understanding.

4. RESPONSIBILITIES

4.1. <u>Training Program and syllabus</u>: The Party of the OTHER PART shall offer the following training program as approved by the Party of the FIRST

Tally ERP9 -Trading Organization

- Purchase & Sales
- Cash & Credit Purchase & Sales



- Invoicing in Tally.ERP 9
- **Inventory Creation**
- **Inventory Transactions**
- Features of Tally.ERP9
- Advanced Inventory Features
- **Actual & Billed Quantity**
- Separate Discount Columns
- Multiple Price Levels
- Taxation in Tally.ERP 9
- VAT(Value Added Tax)
- CST(Central Sales Tax)
- **VAT for Composite Dealers**
- Point of Sales(POS)
- Reports, Accounting Reports
- Statement of Accounts Inventory Reports
- Statements of Inventory
- Statutory Reports

4.2. Remuneration:

- 4.2.1. It has been agreed to the Parties that the Remuneration for the Tally ERP9 training program shall be Rs. 900/- (Rupees Nine hundred only) per Trainee and Advance Excel Training Program shall be Rs.1500/- per Trainee. Party of the FIRST PART shall receive such fees from trainee.
- 4.2.2. The Party of the FIRST PART shall make the 50% advance payment of the above said remuneration one week before start of the said training program. Such payment of remuneration shall be made along with the letter of confirmation to start the training program.
- 4.2.3. The Party of the FIRST PART shall pay remaining 45% of the remuneration, two weeks before the completion of the said training program.
- 4.2.4. The Party of the FIRST PART shall pay remaining 5% of the remuneration after completion of training program and upon receipt of feedback by trainees. The Party of the FIRST PART shall not hold the payment of said remaining 5% of the remuneration more than two

come or the State Peace

weeks after completion of training program irrespective of the receipt of feedback from trainees.

- 4.3. Payment Mode: The payment of remuneration by the Party of the FIRST PART to the Party of the OTHER PART can be done through Cash/cheque/DD/RTGS/NEIT or any other mode which is suitable and mutually decided between the parties.
- **4.4.** Handouts and Certificates: The cost of handouts and Certificates to be distributed and given to trainees during training is included in the remuneration as decided in clause 4.2.1. The Party of the OTHER PART shall not distribute the Handouts and Certificates without prior permission of the Party of the FIRST PART.
- **4.6. Training Schedule and Duration**: The schedule of the training shall be from July 2016 to April 2017. The said training shall be conducted on two days of every week and each day session shall be of two hours. However, due to some inevitable circumstances if there is any change in schedule, prior intimation shall be given by both the parties.
- 4.6. Administrative and Infrastructural support: The Party of the FIRST PART shall provide training room, suitable to the number of trainees to conduct training program along with Computer Lab, Projector with screen, Sound system.
- 4.7. Local Conveyance: The Party of the OTHER PART agrees that the local conveyance i.e. from the location of the Party of the OTHER PART to The above mentioned address of the Party of the FIRST PART shall be part of the remuneration decided in clause 4.2.1. No extra payment shall be made by Party of the OTHER PART for the conveyance.
- 4.6. Resolution of dispute and jurisdiction: This memorandum of understanding is governed and construed in all respects in accordance with the laws of India and each party hereby submits to the non exclusive jurisdiction of Pune Courts. In the event of any dispute or difference between The Party of the FIRST PART and the Party of the OTHER PART with

regards to any terms of this memorandum of understanding, such dispute/difference shall be referred to mutually decided arbitrator for arbitration. The proceedings shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996. In the event of dispute or difference arising out of the above mentioned training program between trainees / any third party and either of the parties to this memorandum of understanding, the other party shall not be made party to such dispute and shall be indemnified from such dispute.

In witness whereof the parties have signed this Memorandum of Understanding of the day, month and year first hereinabove written.

Signed and delivered	Witness:
20/08/16 PARTY OF THE FIRST PART Party 06 20/8/20/6	1. Mrs. Manasi A. Ati Fkg Signature Mrs. Manasi M. Ati Fkcor. Address: Alandi, Dehuphada. Pune. 2. Signature Name: Pooja Guvanda
PARTY OF THE OTHER PART	Name: <u>Fooja</u> (Tavance Address 312,3rd <u>Flan</u> , Mahalann <u>Market</u> , shukrawar per Puru - CD



regards to any terms of this memorandum of understanding, such dispute/difference shall be referred to mutually decided arbitrator for arbitration. The proceedings shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996. In the event of dispute or difference arising out of the above mentioned training program between trainees / any third party and either of the parties to this memorandum of understanding, the other party shall not be made party to such dispute and shall be indemnified from such dispute.

In witness whereof the parties have signed this Memorandum of Understanding of the day, month and year first hereinabove written.

	Witness:
Signed and delivered	
	1. Mrs. Manasi A. Ati Fkg. Signature Ms. n. A. Ari Heg
20/08/16	Mr. Mr. Manaci A. Atitlear.
	Address: Alandi, Dehuphata.
PARTY OF THE FIRST PART	2. Danue
	Signature
Palurus 20/8/2016	Name: Pooja Gavande
PARTY OF THE OTHER PART	Name: Pooja (Favande Address 312 3rd Floor, Mahalarm Market, Shukrawar fer Pune - UD.
	Puny-or



		Decord of the Parket	Format No.:MITACSC/ACA/F/05 Revision No. 00 Date: 35 7 1 1
MIT Arts, Commerce and Science College, Alandi	e College, Alandi	Student Performance Necolu	Name of Teacher: Suri. A. 8456
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Priyam Sakhuja			
Bhanu Sharma			
Kiran Gaikwad	9 9 9 9 9	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 9 9 9 9
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MIT Arts, Commerce & Science College, Alandi(D), Pune

Department of Arts & Commerce

Academic Year 2016-17

Advance Excel Course Completion Report

Date: 3 May 2017

Name of the course: Advance Excel.

Course duration: 13 April, 2017 to 24 April, 2017

Number of students benefited: 13

Number of lectures conducted: 25

Training Institute: CCA Education Pvt. Ltd., Pune.

Course objectives:

- To imbibe advance technical knowledge.
- To equip the students with recent trends in computer technology.

Course outcome: The course completed as per the terms and condition mentioned in MOU. Students found training useful and fruitful. Certificates were distributed to the students those who completed the course successfully and cleared the examination.

Dr. Padmavati S. Undale Coordinator Prof. Manasi Atitkar HOD BA/BCOM

Prof. Dr. B. B. Waphare Principal

MIT Arts, Commerce & Science College, Alandi (D), Pune B Com / BA Department A. Y. 2016-17 NOTICE

Date: 2 September, 2016.

It gives us immense pleasure to announce that the Department of Arts & Commerce has taken initiative to start an Add On Course: Tally-ERP 9 for the students. The aim of this course is to nurture and to develop professional skills and computer efficiency among the students. This course will help the students to become employable and competent in the global market.

The training will be given by CCA (Tally) Institute, which is one of the reputed and authorized institute in Pune.

Add On Course: Tally-ERP 9

Details are as follows:

Duration of the Course: Two Months

Training Fee

: Rs. 900/- per trainee

Schedule

Days	Time
Monday	1.00 pm to 3.00 pm
Tuesday	

Probable date of starting the program: 26 September 2016.

Admission

:Interested students should conform their seats by paying fees in the Accounts Department of ACSC on or before 20 September 2016.

Seats Limitation

: Maximum up to 40

Venue

: (Lab 4, 5, 6) MIT Arts, Commerce & Science

College, Alandi,

Pune

Course Cordinator

: Dr. Padmavati S. Undale

Prof. Manasi Atitkar

HOD

Dr. B. B. Waphare

Principal

MIT ARTS, COMMERCE & SCIENCE COLLEGE, ALANDI(D), PUNE

BA/BCOM DEPARTMENT

ACADEMIC YEAR 2016-17

ADD-ON COURSE NOTICE

Date: 29 December 2016

This is to inform all the registered students for Add-On Course: Tally and Advance Excel that these courses will begin from 2 January 2017 as per the following schedule:

Name of the course	Days	Time	Venue
Tally(ERP 9)	Monday & Tuesday	5.00 pm to 7.00 pm	Old Campus, Takshshila Building, Lab No. 1,2,3
Advance Excel	Wednesday & Thursday	5.00 pm to 7.00 pm	Old Campus, Takshshila Building, Lab No. 1,2,3

Regular attendance is mandatory to all the registered students.

Dr. Padmavati S. Undale Co-ordinator Prof. Manasi Atitkar HOD BA/BCOM Dr. B. B. Waphare Principal





COLLEGE OF COMPUTER ACCOUNTANTS

311, 3rd Floor, Mahalaxmi Market, Shanipar Chowk, Mandai Road, Pune - 2 Ph.: 020-32392121 / 9373703928 / 9372327456, Web: www.ccalndla.ln

Date: 20/08/20/



Memorandum of Understanding

This memorandum of understanding is made and executed at Pune on 20^{th} August 2016.

BETWEEN

MIT Arts, Commerce and Science College (MITACSC), Registered address as, MAEER's MIT Arts Commerce & Science College, Dehu Phata, Alandi (D), Tal. Khed, Pune - 412 105, Maharashtra, India, represented by the Principal Dr. B.B.Waphare. which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the Party of the FIRST PART.

CCA Education Pvt.Ltd Address: Office No 311/12/13/14 3rd floor, Mahalaxmi Market, Mandai road, Shanipar chowk, Pune: 411002, which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the Party of the OTHER PART.

1. BACKGROUND

The Party of the FIRST PART was established in the year 2007, under the aegi of Maharashtra Academy of Engineering and Educational Research (MAEEF

Pune. It is affiliated to the University of Pune and recognized by the Government of Maharashtra.

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The Party of the OTHER PART is a corporate and academic trainer, who has wide experience in teaching technical and non-technical courses in accordance with professional and competent environment.

2. OFFER AND ACCEPTANCE

- **2.1.** The Party of the OTHER PART made an offer to the Party of the FIRST PART vide its offer letter dated 21st July 2016.
- 2.2. After having preliminary discussions in this matter and have ascertained areas of broad consensus the Party of the FIRST PART has accepted the offer and decided to recognize Party of the OTHER PART as an approved Institution to conduct training program on TALLY ERP9, ADVANCE EXCEL 2010 at their MIT Arts, Commerce and Science College, Alandi, Pune, campus.

3. PURPOSE

The purpose of this Memorandum of Understanding is to establish a framework for co-operation between Party of the FIRST PART and Party of the OTHER PART. The parties now, have therefore, agreed to enter in writing these areas of consensus, under a Memorandum of Understanding.

4. RESPONSIBILITIES

4.1. Training Program and syllabus: The Party of the OTHER PART shall offer the following training program as approved by the Party of the FIRST PART.

Tally ERP9 -Trading Organization

- Purchase & Sales
- Cash & Credit Purchase & Sales



- Invoicing in Tally.ERP 9
- **Inventory Creation**
- **Inventory Transactions**
- Features of Tally.ERP9
- Advanced Inventory Features
- Actual & Billed Quantity
- Separate Discount Columns
- **Multiple Price Levels**
- Taxation in Tally.ERP 9
- VAT(Value Added Tax)
- CST(Central Sales Tax)
- **VAT** for Composite Dealers
- Point of Sales(POS)
- Reports, Accounting Reports
- Statement of Accounts Inventory Reports
- Statements of Inventory
- **Statutory Reports**

4.2. Remuneration:

- **4.2.1.** It has been agreed to the Parties that the Remuneration for the Tally ERP9 training program shall be Rs. 900/- (Rupees Nine hundred only) per Trainee and Advance Excel Training Program shall be Rs.1500/- per Trainee. Party of the FIRST PART shall receive such fees from trainee.
- 4.2.2. The Party of the FIRST PART shall make the 50% advance payment of the above said remuneration one week before start of the said training program. Such payment of remuneration shall be made along with the letter of confirmation to start the training program.
- 4.2.3. The Party of the FIRST PART shall pay remaining 45% of the remuneration, two weeks before the completion of the said training program.
- 4.2.4. The Party of the FIRST PART shall pay remaining 5% of the remuneration after completion of training program and upon receipt of feedback by trainees. The Party of the FIRST PART shall not hold the payment of said remaining 5% of the remuneration more than two

weeks after completion of training program irrespective of the receipt of feedback from trainees.

- 4.3. Payment Mode: The payment of remuneration by the Party of the FIRST PART to the Party of the OTHER PART can be done through Cash/cheque/DD/ RTGS/ NEFT or any other mode which is suitable and mutually decided between the parties.
- **4.4.** Handouts and Certificates: The cost of handouts and Certificates to be distributed and given to trainees during training is included in the remuneration as decided in clause 4.2.1. The Party of the OTHER PART shall not distribute the Handouts and Certificates without prior permission of the Party of the FIRST PART.
- **4.5. Training Schedule and Duration**: The schedule of the training shall be from July 2016 to April 2017. The said training shall be conducted on two days of every week and each day session shall be of two hours. However, due to some inevitable circumstances if there is any change in schedule, prior intimation shall be given by both the parties.
- 4.6. Administrative and Infrastructural support: The Party of the FIRST PART shall provide training room, suitable to the number of trainees to conduct training program along with Computer Lab, Projector with screen, Sound system.
- 4.7. Local Conveyance: The Party of the OTHER PART agrees that the local conveyance i.e. from the location of the Party of the OTHER PART to The above mentioned address of the Party of the FIRST PART shall be part of the remuneration decided in clause 4.2.1. No extra payment shall be made by Party of the OTHER PART for the conveyance.
- 4.8. Resolution of dispute and jurisdiction: This memorandum of understanding is governed and construed in all respects in accordance with the laws of India and each party hereby submits to the non exclusive jurisdiction of Pune Courts. In the event of any dispute or difference between The Party of the FIRST PART and the Party of the OTHER PART with

weeks after completion of training program irrespective of the receipt of feedback from trainees.

- 4.3. Payment Mode: The payment of remuneration by the Party of the FIRST PART to the Party of the OTHER PART can be done through Cash/cheque/DD/ RTGS/ NEFT or any other mode which is suitable and mutually decided between the parties.
- 4.4. Handouts and Certificates: The cost of handouts and Certificates to be distributed and given to trainees during training is included in the remuneration as decided in clause 4.2.1. The Party of the OTHER PART shall not distribute the Handouts and Certificates without prior permission of the Party of the FIRST PART.
- 4.5. Training Schedule and Duration: The schedule of the training shall be from July 2016 to April 2017. The said training shall be conducted on two days of every week and each day session shall be of two hours. However, due to some inevitable circumstances if there is any change in schedule, prior intimation shall be given by both the parties.
- 4.6. Administrative and Infrastructural support: The Party of the FIRST PART shall provide training room, suitable to the number of trainees to conduct training program along with Computer Lab, Projector with screen, Sound system.
- 4.7. Local Conveyance: The Party of the OTHER PART agrees that the local conveyance i.e. from the location of the Party of the OTHER PART to The above mentioned address of the Party of the FIRST PART shall be part of the remuneration decided in clause 4.2.1. No extra payment shall be made by Party of the OTHER PART for the conveyance.
- 4.8. Resolution of dispute and jurisdiction: This memorandum of understanding is governed and construed in all respects in accordance with the laws of India and each party hereby submits to the non exclusive jurisdiction of Pune Courts. In the event of any dispute or difference between The Party of the FIRST PART and the Party of the OTHER PART with

regards to any terms of this memorandum of understanding, such dispute/difference shall be referred to mutually decided arbitrator for arbitration. The proceedings shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996. In the event of dispute or difference arising out of the above mentioned training program between trainees / any third party and either of the parties to this memorandum of understanding, the other party shall not be made party to such dispute and shall be indemnified from such dispute.

In witness whereof the parties have signed this Memorandum of Understanding of the day, month and year first hereinabove written.

Signed and delivered	Witness:
PARTY OF THE FIRST PART	1. Mrs. Manasi A. Ati Fkg. Signature Mrs. Manasi A. Ati Hear. Name: Mrs. Manasi A. Ati Hear. Address: Alandi, Dehuphata. pune.
PARTY OF THE OTHER PART	Signature Name: Pooja Gavande Address 3123rd floor, Mahalarm Market, Shukrawar pen
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MIT Arts, Commerce & Science College, Alandi(D), Pune

Department of Arts & Commerce

Academic Year 2016-17

Tally ERP 9 Course Completion Report

Date: 18 March 2017

Name of the course: Tally ERP 9

Course duration: 2 January, 2017 to 17 March, 2017

Number of students benefited: 43

Number of lectures conducted: 43

Training Institute: CCA Education Pvt. Ltd., Pune.

Course objectives:

- To nurture and to develop professional skills and computer efficiency among the students.
- To make students employable and competent in the global market.

Course outcome: The course completed as per the terms and condition mentioned in MOU. Students found training useful and fruitful. Certificates were distributed to the students those who completed the course successfully and cleared the examination.

Dr. Padmavati S. Undale Coordinator Prof. Manasi Atitkar HOD BA/BCOM Prof. Dr. B. B. Waphare Principal

MIT Arts, Commerce & Science College, Alandi(D), Pune

Department of Arts & Commerce

Academic Year 2016-17

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Dr. Padmavati S. Undale Coordinator Prof. Manasi Atitkar HOD BA/BCOM Prof. Dr. B. B. Waphare Principal



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Memorandum of Understanding

This memorandum of understanding is made and executed at Pune on 12th day of August, 2016.

BETWEEN

MIT Arts, Commerce and Science College (MITACSC), Registered address as, MAEER's MIT Arts Commerce & Science College, Dehu Phata, Alandi (D), Tal. Khed, Pune - 412 105, Maharashtra, India, represented by **Prof. Dr. B. B. Waphare**, which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the **Party of the FIRST PART**.

AND

Mr. Prem Sinha, Director, Trading Gyan, age about 45 years, residing at, 18, Yogiraj Society, Opp. Maruti Mandir, Shahu Nagar, Chinchwad, Pune, 411019 which expression shall, unless it be repugnant to the subject or context thereof, include their legal heirs, successors, nominees and permitted assignees and hereinafter called the **Party of the OTHER PART**.

1. BACKGROUND

The **Party of the FIRST PART** was established in the year 2007, under the aegis of Maharashtra Academy of Engineering and Educational Research (MAEER)

Email ID Mobile Skype ID : contactus@tradinggyan.com

: 9922907094 :Trading_Gyan Office address 18, Yogiraj, Shahunagar, Chinchwad, Pune-411019



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Pune. It is affiliated to the University of Pune and recognized by the Government of Maharashtra.

The **Party of the OTHER PART** is a corporate and academic trainer, who has wide experience in teaching courses in financial markets in accordance with professional and competent environment.

2. OFFER AND ACCEPTANCE

- 2.1. The Party of the OTHER PART made an offer to the Party of the FIRST PART vide its offer letter, through mail, dated 7th, 9th and 16th July, 2016.
- 2.2. After having preliminary discussions in this matter and have ascertained areas of broad consensus the Party of the FIRST PART has accepted the offer and decided to recognize Party of the OTHER PART as an approved Institution to conduct training program on Certificate Course in Share Market Trading and Investment at their MIT Arts, Commerce and Science College, Alandi, Pune, campus.

3. PURPOSE

The purpose of this Memorandum of Understanding is to establish a framework for co-operation between **Party of the FIRST PART** and **Party of the OTHER PART**. The parties now, have therefore, agreed to enter in writing these areas of consensus, under a Memorandum of Understanding.



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4. RESPONSIBILITIES

4.1. <u>Training Program and syllabus</u>: The Party of the OTHER PART shall offer the following training program as approved by the Party of the FIRST PART.

Markets and Financial Instruments

- 1. Types of Markets: Equity, Debt, Derivatives, Commodities
- 2. Meaning and features of private, public companies
- 3. Types of investment avenues

Primary Market

- 1. Initial Public Offer (IPO)
- 2. Book Building through Online IPO
- 3. Eligibility to issue securities
- 4. Pricing of Issues
- 5. Fixed versus Book Building issues
- 6. Allotment of Shares
- 7. Basis of Allotment
- 8. Private Placement.

Secondary Market

- 1. Role and functions of Securities and Exchange Board of India (SEBI)
- 2. Depositories
- 3. Stock exchanges
- 4. Intermediaries in the Indian stock market
- 5. Listing
- 6. Membership
- 7. Trading
- 8. Clearing and settlement and risk management
- 9. Investor protection fund (IPF) and Do's and Don'ts for investors
- 10. Equity and debt investment.

Derivatives

- 1. Types of derivatives;
- 2. Commodity and commodity exchanges;

2

: 9922907094 :Trading_Gyan



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3. Commodity versus financial derivatives.

Financial Statement Analysis

- 1. Balance sheet
- 2. Profit & loss account
- 3. Stock market related ratios
- 4. Simple analysis before investing in the share
- 5. Understanding annual report
- 6. Director's report etc.

4.2. Remuneration:

- 4.2.1. It has been agreed to the Parties that the Remuneration for the said training program shall be Rs. 1,000/- (Rupees One thousand only) per student and Party of the FIRST PART shall receive such Remuneration from student. The Party of the FIRST PART shall give the entire amount of remuneration collected per students (i.e. Rs. 1,000/- (Rupees One thousand only) to Party of the OTHER PART.
- **4.2.2.** Such training program shall be started with the letter of confirmation by the **Party of the FIRST PART** to the **Party of the OTHER PART** and the payment of remuneration shall be made at the end of the training program.
- 4.3. Payment Mode: The payment of remuneration by the Party of the FIRST PART to the Party of the OTHER PART can be done through cheque/ DD/ RTGS/ NEFT or any other mode which is suitable and mutually decided between the parties.
- **4.4.** Handouts and Certificates: The cost of handouts and Certificates to be distributed and given to trainees during training is included in the remuneration as decided in clause 4.2.1. The Party of the OTHER PART



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shall distribute the Handouts and Certificates with permission of the Party of the FIRST PART.

- 4.5. <u>Training Schedule and Duration</u>: The schedule of the training for the first batch shall be from August, 2016 to September, 2016. The said training will be of 20 (Twenty) hours (16 hours theory and 04 hours practical training). The said training shall be conducted on three days of every week and each day session shall be of two to three hours. However, due to some inevitable circumstances if there is any change in schedule, prior intimation shall be given by both the parties.
- **4.6.** The said Memorandum of Understanding will be valid for the academic year 2016 2017. It will be renewed further as per the mutual understanding about terms and conditions of both the parties.
- 4.7. Administrative and Infrastructural support: The Party of the FIRST PART shall provide training room, suitable to the number of students to conduct training program along with Projector, computer lab with internet connection for students.
- 4.8. Local Conveyance: The Party of the OTHER PART agrees that the local conveyance i.e. from the location of the Party of the OTHER PART to The above mentioned address of the Party of the FIRST PART shall be part of the remuneration decided in clause 4.2.1. No extra payment shall be made by Party of the OTHER PART for the conveyance.
- 4.9. Resolution of dispute and jurisdiction: This memorandum of understanding is governed and construed in all respects in accordance with the laws of India and each party hereby submits to the non exclusive jurisdiction of Pune Courts. In the event of any dispute or difference between The Party of the FIRST PART and the Party of the OTHER PART with



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regards to any terms of this memorandum of understanding, such dispute/difference shall be referred to mutually decided arbitrator for arbitration. The proceedings shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996. In the event of dispute or difference arising out of the above mentioned training program between trainees / any third party and either of the parties to this memorandum of understanding, the other party shall not be made party to such dispute and shall be indemnified from such dispute.

In witness whereof the parties have signed this Memorandum of Understanding of the day, month and year first hereinabove written.

PARTY OF THE FIRST PART 1. Signature Name: Phy. Amol Mane Address: PLIT ACSI, Atlandi 2.	PARTY OF THE FIRST PART Signature Name: Mr. Amol Mane Address: PLIT ACSI, Alandi	Signed and delivered	Witness:
PARTY OF THE FIRST PART 2.	PARTY OF THE FIRST PART 2.	The state of the s	Alandi, Signature Pune 12105. Name: Mr. Amol Mane
	Trading Gyan Name: Santage	PARTY OF THE FIRST PART	2. Dilah

Email ID Mobile

contactus@tradinggyan.com

Skype ID

: 9922907094 :Trading_Gyan Office address 18, Yogiraj, Shahunagar, Chinchwad, Pune-411019

Arts, Commerce & Science College

Alandi (D), Pune – 412 105

Department of BBA & BBM (IB)

Academic Year - 2016-2017

Date: 30/07/2016

0-2) ADB P.7

NOTICE

It is hereby informed to all students that a 'Certificate Course in Share Market Trading and Investment' will be conducted for students interested in stock markets operations, in association with "Trading Gyan - Share & Commodity Market Training & Research center". The duration of the course will be of 20 hours (16 Theory + 04 Practical). After completing this course students will be able to attempt NCFM certifications conducted by National Stock Exchange of India. This course is scheduled in the month of August 2016. Following topics will be covered in the course:

- 1. Markets and Financial Instruments
- 2. Primary Market
- 3. Secondary Market
- 4. Derivatives
- 5. Financial Statement Analysis
- 6. Online Trading

Course fees	Rs 1000 per student
NCFM exam fees	Rs 1500 + Service tax (To be paid to NSE)
Course Fees Rs. 100	00 Only. (NCFM Exam fess Rs. 1500 (optional))

The interested students are requested to give their names or any queries on or before 6th August, 2016 to Prof. Mangesh Bhople, Asst. Professor, BBA and BBA (IB) Dept.

Prof. Mangesh Bhople Course Coordinator Prof. Amol Mane

BBA and BBM (IB)

Prof. Dr. B. B. Waphare

Principal

MIT Arts, Commerce and Science Callege, alandi BBA & BBA- IB Department

Certificate course in Share Market Trading & Invesment

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17	Praveen Kumar	BBA	SY	Y		Υ	Ok	p,	Р	P	Α	6
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Alandi (D), Pune - 412 105

Department of BBA & BBM (IB)

Academic Year - 2016-2017

A Report of 'Certificate Course in Share Market Trading and Investment'

Date: 14/10/2016

A 'Certificate Course in Share Market Trading and Investment' was conducted for students interested in stock markets operations, in association with "Trading Gyan - Share & Commodity Market Training & Research center, Chinchwad, Pune" under the Memorandum of Understanding signed between above institutes. The duration of the course was of 20 hours (16 Theory + 04 Practical) where the concepts related to stock market and actual working of market was the part of syllabi. In support to this course the practical of online trading was given to participants with virtual online trading platform. Students were also given the information about NCFM certificate modules.

Following topics/points were covered during the bridge course:

Markets and Financial Instruments

- 1. Types of Markets: Equity, Debt, Derivatives, Commodities
- 2. Meaning and features of private, public companies
- 3. Types of investment avenues

Primary Market

- 1. Initial Public Offer (IPO)
- 2. Book Building through Online IPO
- 3. Eligibility to issue securities
- 4. Pricing of Issues
- 5. Fixed versus Book Building issues
- 6. Allotment of Shares
- 7. Basis of Allotment
- 8. Private Placement.

Secondary Market



- 1. Role and functions of Securities and Exchange Board of India (SEBI)
- 2. Depositories
- 3. Stock exchanges
- 4. Intermediaries in the Indian stock market
- 5. Listing
- 6. Membership
- 7. Trading
- 8. Clearing and settlement and risk management
- 9. Investor protection fund (IPF)and Do's and Don'ts for investors
- 10. Equity and debt investment.

Derivatives

- 1. Types of derivatives;
- 2. Commodity and commodity exchanges;
- 3. Commodity versus financial derivatives.

Financial Statement Analysis

- 1. Balance sheet
- 2. Profit & loss account
- 3. Stock market related ratios
- 4. Simple analysis before investing in the share
- 5. Understanding annual report
- 6. Director's report etc.



The course was conducted from 19th August, 2016 to 1st September, 2016. The sessions were delivered by Mr. Prem Sinha, Director, Trading Gyan - Share & Commodity Market Training & Research center, Chinchwad Pune.

Total 27 students had registered and completed the course successfully. After completion of course the trainer conducted an exam, where 16 students appeared for the same.

The valedictory function was organized on 8th October, 2016 in which participants were given Certificates of Excellence those who appeared for exam and Certificate of Participation to those who attended the course. The details of which are as follows:

This course was conducted for such students from who are willing to gain some practical knowledge of financial markets and investment for career purpose and for personal financial literacy purpose. This course was coordinated by Mr. Mangesh Bhople, Asst. Prof. BBA and BBA (IB) under the guidance of Prof. Amol Mane, Head, BBA and BBM (IB) Dept. and the Principal, Prof. Dr. B. B. Waphare.

Some photos are attached with the report.









Prof/Amol Mane Head BBA and BBA (IB)

Alandi, Pune 412 105 So

Prof. Dr. B. B. Waphare Principal