

The University

University of Allahabad is the fourth oldest and the first residential University of the country. Established in 1887, popularly known as 'Oxford of the East', it has been a premier university for more than a century. Many of its alumni have held high public offices such as of the President, Prime Minister, and Chief Justice of the country. It has produced numerous eminent civil servants, scientists, men of letters and business leaders. It is recognized world over for its quality of education, faculty and its students. Currently, it has 33 departments and 8 Centres/Schools, enrolls over 30,000 students and has 550 full time faculty. It offers undergraduate, postgraduate and doctoral and diploma level programs.

In the recent past, the University of Allahabad has undertaken new study-cum-research programmes, such as – B.Sc. Applied Science, M.Sc. (Bio-informatics and Biotechnology), M.A./M.Sc. Programmes in Cognitive and Behavioral Science, Theatre and Film, Development Studies, many Vocational Programmes such as Diploma in Fashion Designing and Diploma in Foreign Trade Practices and Procedures, Tourism, Media Studies, to extend teaching and research in frontline areas of knowledge and improve the employability of students.

Since July 14, 2005, the University of Allahabad has become a Central University under the University of Allahabad Act. 2005.

The Department of Economics : A Brief History

The Department of Economics became a truly full- fledged department in 1914, with the appointment of Herbert Stanley Jevons (son of the marginalist, W.S. Jevons) as the first Professor of Economics and Head. A post- graduate course was also introduced the same year, so that the fledgling department offered both, under-graduate and post-graduate courses. Origins are like riddles which may never be completely solved, and the Department of Economics is no exception. However, knowledgeable and reliable sources point to the year 1908, when the Department was established as an individual and separate identity and conducted only undergraduate classes, though it remained under the Head of the then History Department. In view of the above, 2014 is taken to be its Centenary Year. Prof. Jevons also founded the Indian Journal of Economics, in the Department, in 1916, the first Indian journal of Economics ever to be published in India. This is the oldest existing journal of Economics and is regularly published, even today. In his article, published in its first volume in 1916 and available even today in the Department, Prof. Jevons wrote that his academic purpose was *“teaching to think and to do, rather than of teaching only to know”*.

This legacy of his was faithfully adhered to by stalwarts like Professors C. D. Thomson, A.R.Burnett-Hurst and S.K. Rudra, Mr. B. P. Adarkar and later by Professors J. K. Mehta, P. C. Jain, S.L. Parmar, Mahesh Chand, D. S. Kushwaha and many others. Faculty members such as Prof. H.S. Jevons, Prof. C.D. Thomson, Prof. S.K. Rudra and Prof. J. K. Mehta became Presidents of the Indian Economic Association Conferences of 1922, 1934, 1946, and 1968 respectively. Former faculty of the Department who became presidents were Dr. M.V. Mathur (1967), Prof. Gautam Mathur (1978) and Prof. P.D. Hajela (1980). Only two persons chaired a technical session of the LE.A. conference while remaining faculty members. These were Prof. P. D. Hajela (1968) and Prof. Prahlad Kumar (2002). The first conference in Allahabad was held in 1920, then in 1929 and 1940.

The department at present has thirty two faculty positions, of which 19 are currently in place, consisting of 10 Professors, 2 Associate Professors and 7 Assistant Professors. It also has a Planning and Development Unit, established through an

endowment by the Planning Commission GOI, with the renowned economist Jean Dreze as the Honorary Chair Professor.

The Department also offers a UGC - approved one year employment - oriented Post Graduate Diploma in Foreign Trade Practices and Procedures since 2002-03. The Departmental library has more than fifteen thousand books and 35 national and international journals, along with about 40 journals received under exchange basis through the Indian Journal of Economics. It is in the process of modernization through digital cataloging. It also has a Statistical/Computer laboratory for the D. Phil. Scholars.

The Department recently formed an Alumni Association and the first Alumni meet was organized on Feb.14, 2014, in which about one hundred former students participated.

The Department organizes teaching at Undergraduate and Postgraduate levels, it also trains the researcher minds under the D.Phil. Programme. The Department has several Students Associations' which plan, organize and execute various educational activities at UG, PG and D.Phil. levels.

The Department is focusing research in areas of *international trade, globalization, social sector problems including education, health, population besides monetary economics, agricultural economics, rural development, environmental studies, industrial economics* etc. Between 1991 to 2014, 140 students have been awarded D.Phil. Degrees while one student was awarded D.Litt. Degree.

In recent years, faculty members have availed Fellowships awarded by the Fulbright Trust, British Council, Association of Commonwealth Universities, USIA, IDPAD, and Osaka City University. A number of faculty members have visited USA, UK, Denmark, France, the Netherlands, Botswana, Russia, Bangladesh, Sri Lanka, Nigeria, South Africa, Japan, Singapore and Malaysia on Fellowship Programmes, Conferences and Employment assignments. Academic outcomes emerging from these endeavours have been published in various journals including the *Economic and Political Weekly, The Indian Journal of Economics, the Quarterly Journal of Economics, the Journal of Peasant Studies, VARTA, and the Indian Economic Journal*. Many books and articles have been published by the Oxford University Press, Sage, Allied and other well known publishers.

U.G.C. Special Assistance Programme:

Recognizing the potential of the Department for better teaching and research, University Grants Commission has selected it as a Department of Special Assistance (fresh induction) in 2003-04 and sanctioned a grant of Rs. 22 Lacs app. for the period 2004-09 to upgrade its computer laboratory, teaching infrastructure and research activities. The UGC has extended the special assistance programme till March 2014. (Under DRS -II)

Planning Commission, GOI Endowment for Planning & Development Unit :

The Department of Economics, University of Allahabad, was selected by the Planning Commission, Government of India, for the institution of a Chair in the Planning and Development Unit. The Department is among 12 academic centres, and the only one in Uttar Pradesh, to be selected for this distinction during 1995-96. The unit has now become operational and research projects are underway. Prof. Jean Dreze, (Hon. Professor is the Chairperson of this unit.

UNCTAD, DEFID & Ministry of Commerce, GOI Project:

The Department was selected to participate in a 2 year (2007-09) UNCTAD

enhancement of Trade Related Research project to organize training programmes, Seminars and Symposia in the field of International issues and methodologies of research. The budget for this project for two years was Rs.48 Lacs.

Academic Exchange Programme :

The Department of Economics arranged an Academic Exchange programme of six faculty members and thirteen students of College of Business, Montana State University, Billings, U.S.A. from December 31, 2005 to January 12, 2006.

Indian Journal of Economics :

The Department started publishing a quarterly journal, the **Indian Journal of Economics (IJE)**, as early as 1916, which remains the oldest surviving Economics Journal in the country. The IJE remained the official journal of Indian Economic Association for several decades. The Journal has an extensive national and international circulation and is being published regularly.

Collaboration with Reputed Academic Organizations

Birla Institute of Management Technology, Greater Noida

The Department of Economics has entered an academic collaboration with BIMTECH to undertake various academic activities jointly. In this light, a National Conference on Indian Economic Growth in Regional Framework was held jointly on September 28, 29, 2013 in Greater Noida. Further talks are underway to formalize long term MOU.

Institute of Applied Manpower Research, New Delhi

The Institute of Applied Manpower Research, New Delhi and the Department of Economics have entered into a long term collaborative relationship during 1997-98 in the form of training and field visit organisation.

G.B. Pant Institute of Social Sciences, Jhusi, Allahabad

The Department is involved in academic collaboration, under a MOU with the Institute, for joint management of research programmes, organising Seminars, Workshops and Conferences.

Indian Institute of Foreign Trade, (IIFT) New Delhi

The faculty of IIFT regularly assists in teaching in the Diploma on Foreign Trade Procedures and Practices. With this Institute, the Department had organized a 4-day training workshop on Export Documentation, International Marketing and Procedures in November, 2003. Other Workshops on the same theme were organized in January 2005, March 2006, March 2008 and March 2009 by IIFT. Both, the students of the Department and prospective exporters were benefited by such a programme.

The following experts from the institute have visited the department so far. These were :

Prof. Madanlal, Prof. Pinaki Das Gupta, Dr. S. K. Verma, Ashok Kapoor, G. P. Sharma, Dr. M. C. Harbola, Dr. R. K. Wadhava, Dr. Harkeerat Singh, Dr. Vishwajeet Dhar, Prof. Rajiv Srivastava etc.

Diploma in Foreign Trade Practices and Procedures

Rationale :

International trade has been recognized as a tool for higher value addition, generating cost and quality based revealed comparative and competitive advantage in production. Due to the above fact the world is moving towards a free trade regime with free flow of goods, services, investment and capital in a competitive international business environment.

India, too, has recognized the potential of foreign trade to pull the economy to a higher growth path and serve as an engine of growth. India has achieved notable success so far, but our trade share has remained at only 1.6 percent of the world trade. Developing countries in general and India in particular have been placed in an disadvantageous position to expand their exports in the new trade regime where crutches of quota now stand dismantled.

In this context, agribased & small scale industry based products, whose contribution to exports has remained modest, have been identified as growth areas. The traders in these areas however, suffer from ignorance about trade environment, procedures and policies. In order to achieve desired success, there is need to develop specially trained manpower which can handle the trade facilitation procedures, with a potential to develop entrepreneurial vision. **This diploma program strives to fulfill the need for developing professional approach and sensitivity to international business environment and provide challenging career opportunities to young aspirants as well as to in-service professionals.**

OBJECTIVES

Besides the general training scheme, the diploma program has the following specific objectives:

- A. To develop analytical skills to identify export opportunities.
- B. To enable aspirants to examine conditions which determine the entry and access to potential export markets given the internal and external constraints.
- C. To train the aspirants in logistics of export procedures and international marketing.
- D. To train the students in understanding and dealing with export and import related procedures and documents used by various agencies during trade.

DURATION

One year, of two semesters starting from July till June followed by summer training of 3-4 weeks.

PLACEMENT AND CAREER PROSPECTS

Diploma holders have every bright prospects of placement with institutions and organizations which deal with Foreign Trade and Foreign Exchange such as Trading houses, Export Houses, Banks, General Insurance Companies, Commodity and Service Handling companies and individual exporters. It is an excellent programme providing bright prospects to students of the course to become direct exporters themselves or third party exporters.

SUMMER TRAINING

Diploma students obtained summer training in following organizations/industries for three weeks or more.

- Areva Transformers Pvt. Ltd., Naini.
- Law Publishers, Allahabad.
- Bhushan Steel Pvt. Ltd. Ghaziabad.

- Maral Overseas Ltd., Noida.
- Orient Craft Ltd., Gurgaon.
- Falcon India, New Delhi.
- GFI Logistics Pvt. Ltd., New Delhi.
- A.G. Logistics Services, New Delhi.
- V. Arjoon Cha, Mumbai.
- ABC Shipping Corporation, New Delhi.
- Basic India Pvt. Ltd., Delhi.
- Pearl Global Ltd., Delhi.
- SPL Pvt. Ltd., Faridabad.
- Oasis Overseas, (C & F) Mumbai.
- Indian Shipping Pvt. Ltd., Mumbai.
- Mentor Shipping Services Pvt. Ltd, New Delhi
- Orange freight Pvt. Ltd. New Delhi.
- Ask Freight Forwarders Pvt. Ltd. New Delhi

JOB PLACEMENTS

Many students of the Diploma Programme are successfully placed & working in following organizations: Tandons International, Lucknow, Falcon Freight Link Pvt. Ltd. New Delhi, Tax Assistant (S.S.C.), Adani Group in Delhi, DMW Export Pvt. Ltd., New Delhi, SPL Industries Ltd. Faridabad, Inditex Group, New Delhi, Dantal Group in New Delhi, M\ S Shikhar Logistics, New Delhi, M\ S Areva T&D at New Delhi and Naini, Allahabad, SBI Corporate. Some other students have obtained admission to prestigious MBA programmes.

STUDENT FEEDBACK – The provision has been made for continuous feedback from the students about the programme, teaching activities and its learning outcomes from the academic session 2013-14.

SYLLABUS (Subject to revision, if any)

The syllabus has been modified from the session (2008-09) on the basis of the feedback from the pass-out students and suggestions from export houses. Resource persons from IIFT, New Delhi and IMS Ghaziabad have also helped in this endeavour. Further changes are in the process.

Semester I :

- Paper I. International Trade Environment and WTO.*
- Paper II. Theories of Trade and Foreign Exchange.*
- Paper III. International Marketing.*

Semester II :

- Paper IV. India's Trade Policy*
- Paper V. Export Procedures and Export Documentations*
- Paper VI. Project Work*

The detailed syllabus of each paper is given below:

SEMESTER - I

Paper I

International Trade Environment and WTO

1. Global Economic Scenario: Historical Development of International Trade in context of GATT, UNCTAD, WTO and India.
2. Globalization and its Impact on Developing World with special reference to market, industry, quality of products and services, competition and trade.
3. Regional Economic Cooperation
 - i) European Union
 - ii) ASEAN
 - iii) NAFTA
 - iv) SAFTA
 - v) Various Dimensions and Future Prospects of Economic Regionalism.
4. Evolution of WTO and Its Different Agreements.
5. Subsidies: Types of Subsidies and Its Role In International Trade.
6. Intellectual Property Rights : 1. Patents, 2. Trademarks, 3. Copyrights, 4. Designs and Layouts, 5. Integrated Circuits, 6. Geographical Indications
7. Trade Related Laws, and International Negotiations.
8. New International Economic Order and WTO Regimes and Its Impact on Specific Export Items and Industry.

PAPER II

Theories of Trade and Foreign Exchange

1. Importance of Foreign Trade: Internal and International Trade. Comparative Advantage & Competitive Advantage. Theoretical development from David Ricardo to Michel Porter.
2. New Theories of Trade: Inter Industry, Intra Industry Trade under Imperfect Market, Strategic Trade Theory.
3. Terms of Trade: Determination, Types, Terms of Trade for Developing Nations; Prebisch-Singer Thesis.
4. Theories of Foreign Exchange : Bullion Based, Purchasing Power, Balance of Payment, Basket of currency, Spot Rate, Forward Rate, Real and Nominal Effective Exchange Rate, Cross Currency Rates, Hedging, Speculation, Tobin Tax.
5. Balance of Payment: Balance of Trade and Balance of Payment Adjustment Mechanism, Review of India's Balance of Payment.

PAPER III

International Marketing

1. Identifying Foreign Markets: Domestic vs. International Marketing, Planning for Export.
2. Marketing Entry and Overseas Distribution System, Distribution Logistics for Exports, Promoting Products Internationally, Overseas Market Research.
3. Marketing Plan for Exports, Decision – Making Frame Work for Export Operation, the Techniques in International Marketing for export cost & prices.

4. E-Commerce and E-Trade, Derivatives and Foreign Currency Market, Financial Market Developments.
5. Terms of Payments and Export Finance, Management of Risks In International Marketing. Types of Risk & their management.
6. Multinationals: Their Role in International Marketing, Theories of Direct Foreign Investment and Portfolio Investments, Indian Experience. Mergers and Acquisitions in International Scenario

SEMESTER II

Paper IV

India's Trade Policy

1. India's Trade : Composition & Direction.
2. Historical review of trade policy.
3. Trade Policy since 1991.
4. Instruments of Import Policy.
 - (a) Import Substitution
 - (b) Import restrictions
 - i) Licensing: Types of Licensing – OGL, Canalized, Replenishment, Automatic; Advance and Additional License; Holding of License, Third party, Exim scripts, Conditions of license, Negative List.
 - ii) Tariff: Types of Tariffs, Tariffs rates, Bind rates.
 - iii) Quantitative Restrictions.
 - iv) Anti Dumping, Countervailing Duties.
 - v) FERA, FEMA.
5. Export Promotion Policies: Export led growth and Export support growth, Review of Export Promotion Policies since 1991.
 - (a) EPCG scheme.
 - (b) Duty drawback.
 - (c) DE passbook scheme.
 - (d) Gem and Jewellery Promotion Scheme.
 - (e) Other Export Promotion Schemes.
 - (f) Export Promotion: Institutional set up – Export Houses, EPZ, FTZ, EHTP, STP, SEZ, AEZ, 100% E.O.U., Focus Market & Focus Product Scheme.
6. Trade Promotion Institutions
 - (a) S T C & Other Trading Corporations
 - (b) Export Councils
 - (c) Commodity Boards.
 - (d) Development Authority (APEDA, MPEDA)

PAPER V

Export Procedure And Export Documentation

1. Significance of Exports :
 - Export Prospects of a Country.
 - (a) Search of Product: Types, Schemes, Factors.

(b) Search of Market: Determinants & Schemes.

Guidelines for International Business Negotiations:

Appointing Sales Agents Abroad, Processing of an Export Order

Registration of Exporters, Importers

(a) Import Export Code Number.

(b) Registration cum membership certificates.

Quality Control and Pre shipment Inspection

Labelling, Marking, Packing and Packaging.

2. Risks in Export Trade

(i) Marine Risks, Marine Insurance.

(ii) Market Risks, ECGC

3. Exports Finance

(i) Pre-shipment Finance

(ii) Post-shipment Finance

(iii) Role of Exim Bank

4. Export Logistics

Freight Forwarder

Export Document

Care in preparing export document

Document related to Excise clearance

A.R.(4) – Form

Softex - Form

P.P. - Form

Documents related to customs clearance : Lorry Ticket

Documents related to foreign exchange clearance : Bill of shipment.

Documents related to transportation and procedures.

L/C, Types of L/C UCP 600

Invoice, Types of Invoices / Performa, consular, legalized.

5. Documents required for Preparation of main documents :

Bill of Lading

Auxiliary documents

Mate's Receipt

Inspections Certificate

Insurance Certificate

Place of Origin

Packing/Shipping note

Antiquity

Black List Certificate and others

6. Aligned documents system

Master documents - I

Master documents - II

PAPER VI

Project Work

- 1) Various Concepts and Types of Projects
- 2) Methods of Data Collection and their graphical and diagrammatical representation.
- 3) Research process and formulation of research /project designs.
- 4) Statistical tools and their uses in Research Process.
- 5) Hypothesis Formulation, Hypothesis testing and test result reporting.
- 6) Project Report Writing.
- 7) Case Study Methods and its important features.
- 8) Various steps for case studies methods in India's leading export items such as Garments, Gems and Jewellery, software, handicrafts, leather goods, Agro products, Electronics, Transport Equipments, Consultancy, Software exports and Managing Quality Control, Environment concerns and labour standards in India's Exports under WTO regime.

SELECTION

Eligibility

A student to be eligible for admission to Diploma in Foreign Trade Practices and Procedures must have passed a Bachelor's Degree examination or its equivalent in any discipline from an accredited University in India or abroad (applicants appearing the final year of Graduate Exam in 2014 can apply but must submit proof of passing the examination before admission).

SCHEMES OF ADMISSION

Scheme I: Candidates under this Scheme will be admitted on the basis of an All India Test which will be objective type in nature. The short listed candidates will be assessed through group discussion and interview to judge their merits, communication skills and suitability for the course.

Scheme II: Candidates to be considered under this Scheme must be nominated, Sponsored by registered public or private organizations where they are employed. Such students will be exempted from appearing in the Written Test. They would be admitted on the basis of relative merit to be determined by group discussion and interview.

The total number of seats has been increased to 39 from 32 (as per University PG Admissions Provisions because of OBC reservation) of which 30 are under Scheme I and 9 are under Scheme II and III and Scheme II and III have been merged.

HOW TO APPLY

Online:

Aspirants can download the form from the University website from June 15, 2014 onwards and submit the same online.

Offline:

The application forms for all schemes must be accompanied by two extra photographs, photocopies of mark sheets from class X onwards and Category Certificate, Sponsorship letter from employer (Scheme II), NRI/NRI sponsored relevant documents (Scheme III)

The duly completed application forms must reach the Admission Coordinator, Department of Economics, University of Allahabad, Allahabad, by July 14, 2014. Postal delays will not be condoned in any case. Incomplete admission forms are liable to be summarily rejected.

ADMISSION PROCESS

All India Written Test : It shall be an objective type test which assesses General Knowledge, Quantitative Analysis, Logical Reasoning, Communication Skills including English Language, and General Awareness. Detailed information about the written test is given under the heading Written Test.

Group Discussion: The short-listed candidates will be assessed for their communication skills based on group discussion.

Interview: The short-listed candidates will also be assessed on listening and expressive skills, initiative, leadership and handling of unorthodox and stressful situations, etc. through the interview.

Reservations: Seats for candidates will be reserved as per provisions of University of Allahabad Post Graduate Admission ordinance.

SCHEDULE OF FEES

All selected candidates will be required to pay their fees within a week after counseling. Failing which their admission may be cancelled and their seat will be allotted to the next candidate in order of merit. *All fees must be paid in one instance. Fees once deposited will not be refunded.*

Scheme 1:

The professional fee for Scheme I is Rs. 15,000/- (Rs. Fifteen Thousand only) for the course. The selected person will also be required to further deposit the University fee of Rs. 2350/- (Rs. Two Thousand Three Hundred and Fifty only) and Rs. 5,000/- (Rs. Five Thousand only) as Departmental Fee.

Scheme II:

The professional fee for Scheme II is Rs. 25,000/-. The fee can be paid directly by the sponsoring organization or by the sponsored candidate. Such candidates will also pay the University fee and the Departmental Fee as mentioned under Scheme I.

Note: Boarding and Lodging expenses are not covered in the fees.

FACILITIES

University Central Library

The University has a central library located in the Arts Faculty. It has over 600,000 books and all students of the University are entitled to avail of its facility.

Central Internet Access Facility

The University has a central internet access facility at the J.K. Institute Annexes' building in the science faculty and all the students of the University can avail of it on payment of a nominal registration fee. The Department also has internet facility of its own.

Department Library

The department also has a well-stocked library, consisting of over 14,000 volumes and over 35 National and International Journals. Efforts are on to introduce state-of-the-art technology by providing an on-line catalogue and CD-ROM facilities. Recent acquisitions have focused on frontier areas of trade and the practical application of trade procedures. The reprographic section of the Department facilitates optimum use of the library.

Statistical Laboratory

The Statistical Laboratory has fourteen computers, LCD projector and OHP's for the students.

WRITTEN TEST: GENERAL INFORMATION

The DFTPP written admission test will consist of the following:

1. English Language
2. General Knowledge & Awareness
3. Quantitative Analysis
4. Logical Reasoning

The reasoning section will have questions to test the ability for inductive and deductive reasoning and problem solving.

The quantitative techniques test may require knowledge of mathematics up to Xth Standard.

The test on General Awareness will cover everything which an average educated person is expected to know about History, Science, Politics, English Language, Culture, Society, Business, Economy and other areas.

The instructions for attempting the questions will be given in the test booklet. There will be no separate time limit for different parts of the Written test. The total duration of the test will be 2 hours. There will be 120 Questions for 120 marks. Group discussion & Interview will be of 40 marks each. There will be no negative marking.

All candidates must report 30 minutes before the commencement of the examination at the center allotted to them.

No candidate will be allowed to appear after the test has commenced.

Candidates are advised to bring two HB pencils and one ball point pen. Calculators will not be allowed into the Examination Hall.