

Memorandum of Understanding

Between

Bajaj Financial Services, Pune

&

Department of Commerce, KGC

Hanamkonda

2020-21



**KAKATIYA GOVERNMENT COLLEGE HANUMAKONDA,
TELANGANA**

Activities under MoU

Name of the institution/ industry/ corporate house with whom MoU is signed	Year of signing MoU	Duration	Year wise activities	List the actual activities under each MOU and web links year-wise
Bajaj Financial Services, Pune	2020	5Yrs	2020-21	40 days free Certificate Programme in Banking, Finance and Insurance (CPBFI) From 17-12-2021 to 31-01-2022

Place: Hanumakonda

Memorandum of Understanding between Bjaaj Financial Services, Pune & Department of Commerce Kakatiya University

19-02-2020


MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter referred to as the "MOU") is made and executed on this 19th day of February 2020 at Pune.


BETWEEN

Kakatiya Government College, a college/institute recognized under Section 2(f) and 12 (B) of the UGC Act 1956 and having address at: Bus Stand Road, Hanamkonda, Warangal, 506001, Telangana, India

Through its Principal
(hereinafter referred to as "PARTNER INSTITUTE")



1


**PRINCIPAL
KAKATIYA GOVT.COLLEGE
Hanamkonda.**

AND

BAJAJ FINSERV LIMITED, a company registered under the provisions of the Companies Act, 1956, having its registered office at: Bajaj Auto Ltd Complex, Mumbai-Pune Road, Pune 411 035

AND

BAJAJ FINANCE LIMITED, a company registered under the provisions of the Companies Act, 1956, having its registered office at: Akurdi, Pune 411 035

Through President (Legal and Taxation) - Bajaj Finserv Limited
(Bajaj Finserv Limited and Bajaj Finance Limited hereinafter referred to as "FINSERV")

The expressions "PARTNER INSTITUTE" and "FINSERV" shall, collectively be referred to as "Parties" and individually as "Party".


WHEREAS:


- A. PARTNER INSTITUTE established in 1973 by Government of Telangana is affiliated to Kakatiya University.
- B. Bajaj Finserv Limited is the holding company for financial services businesses of the Bajaj Group.
- C. Bajaj Finance Limited is a Non-Banking Finance Company registered with Reserve Bank of India.
- D. FINSERV, as part of its Corporate Social Responsibility (CSR) activities, desires to create employment opportunities for educated youth in the Banking, Finance and Insurance Sector through a customized training programme encompassing product knowledge, communication and other soft skills, which is expected to benefit fresh graduates, especially those belonging to economically weaker sections of the society;
- E. FINSERV, in partnership with a leading management school in India, has designed and developed a customized programme viz. Certificate Programme in Banking, Finance and Insurance (hereinafter referred to as CPBFI).
- F. The PARTNER INSTITUTE has expressed its willingness to partner with FINSERV to conduct CPBFI for its students and alumni, on terms and conditions set out herein below;
- F. FINSERV has accepted the offer of the PARTNER INSTITUTE and agreed to partner with the PARTNER INSTITUTE for conducting CPBFI, on terms and conditions set out below.

NOW THIS AGREEMENT WITNESSETH AND IT IS AGREED BY AND BETWEEN THE PARTIES AS UNDER:

1. Purpose/Objective of CPBFI:
The objective of CPBFI is to impart practical knowledge and essential skills to final year graduation students and fresh graduates, especially those belonging to economically weaker sections of the society, with a view to create employment opportunities for them in the Banking, Finance and Insurance Companies.

2


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Activities under MoU

CERTIFICATE COURSE IN BANKING, FINANCE AND INSURANCE

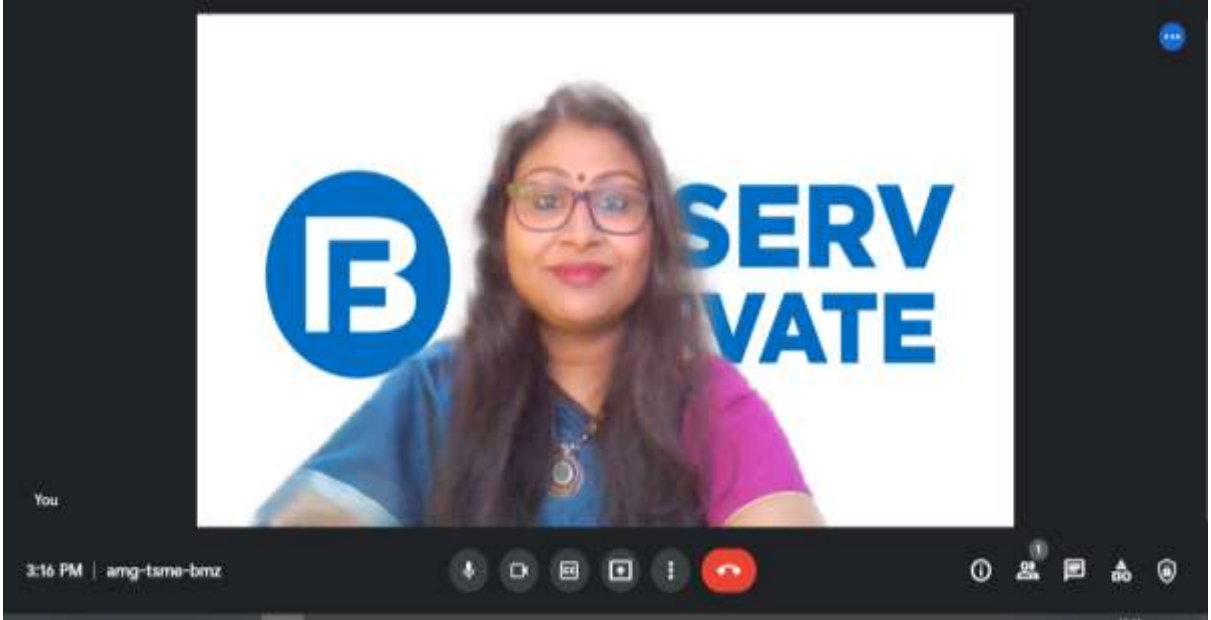
From 17-12-2021 to 31-01-2022

As a part of Memorandum of Understanding between Bajaj Financial Services, Pune and Kakatiya Government College, Hanamkonda, The B.Com students were involved in *“40 days free Certificate Programme in Banking, Finance and Insurance (CPBFI)”* . The inaugural session took place on 17-12-2021 at Seminar hall.

The Programme Co-coordinator, Dr. S.VinodarRao, in his speech expressed the importance of acquiring employability skills. The Senior Faculty Member, Sri. G. Jeevan Kumar explained the outcomes of this programme. The In charge of Telangana and Andhra Pradesh states on behalf of Bajaj Financial Services, Pune Dr. Rajasekhar Reddy explained the objectives of the Programme. As a part of MoU Extension Lectures, Workshops on HR, Mock interviews and certificate courses are conducted on regular basis.



Dr. P. Indira devi, Principal (FAC) addressing the students in the inaugural session of *“Certificate Programme in Banking, Finance and Insurance”* on 17-12-2021



Resource person's extension lectures through Zoom Meeting
 Press coverage of the Certificate Course

www.andhrajyothy.com

స్వయం ఉపాధి కోర్సులను వినియోగించుకోవాలి

కేయూ క్యాంపస్, మార్చి 17: విద్యార్థులు స్వయం ఉపాధి కోర్సులను వినియోగించుకోవాలని కేడీసీ ప్రిన్సిపాల్ డాక్టర్ ఇందిరాదేవి అన్నారు. ఋధవారం కేడీసీలో పూజా బజాజ్ ఫైనాన్స్ సర్వీసెస్ ఆధ్వర్యంలో బ్యాంకింగ్ ఫైనాన్స్, ఇన్సూరెన్స్ రంగాల్లో 40రోజుల పాటు నిర్వహించే ఉచిత శిక్షణ ప్రారంభమైంది. ఈ సమావేశంలో కళాశాల ప్రిన్సిపాల్ ఇందిరాదేవి మాట్లాడారు. కార్పొరేట్ రంగాల్లో ఉద్యోగాలు పొందేలా శిక్షణ ఇస్తామని తెలిపారు. గతంలో బజాజ్ ఫైనాన్స్ సంస్థ, కేడీసీ మధ్య శిక్షణకు ఎంపీయూ చేసుకున్నామన్నారు. అనంతరం బజాజ్ ఫైనాన్స్ సంస్థ, ఏపీ, తెలంగాణ రాష్ట్రాల ఇన్చార్జ్ రాజశేఖర్ రెడ్డి సీపీటీఎఫ్ఐ ప్రోగ్రాంపై విద్యార్థులకు అవగాహన కల్పించారు. రూ.4.5 లక్షల విలువైన శిక్షణను విద్యార్థులకు ఉచితంగా ఇస్తున్నామని తెలిపారు. ప్రోగ్రాం కోఆర్డినేటర్ వినోద్ రావు మాట్లాడుతూ.. విద్యార్థులు శిక్షణ పొంది కళాశాలకు పేరు తేవాలన్నారు. సమావేశంలో అధ్యాపకులు జీవన్ కుమార్ తో పాటు విద్యార్థులు పాల్గొన్నారు.

శిక్షణను వినియోగించుకోవాలి

విద్యారణ్యపురి : పూజాకు చెందిన బజాజ్ ఫైనాన్సియల్ సర్వీసెస్ ఆధ్వర్యంగాన ఇచ్చే ఉచిత శిక్షణను విద్యార్థులు వినియోగించుకోవాలని హన్మకొండలోని కాకతీయ ప్రభుత్వ డిగ్రీ కళాశాల(కేడీసీ) ప్రిన్సిపాల్ డాక్టర్ పి.ఇందిరాదేవి సూచించారు. బజాజ్ ఫైనాన్సియల్ సర్వీసెస్, కేడీసీ ఒప్పందం కుదిరిన నేపథ్యంలో ఈ విద్యాసంవత్సరం బ్యాంకింగ్, ఫైనాన్స్, ఇన్సూరెన్స్ రంగాల్లో శిక్షణ ఇవ్వాలని నిర్ణయించారు. ఇందులో భాగంగా ఋధవారం విద్యార్థులకు శిక్షణను ఏర్పాటుచేయగా ప్రిన్సిపాల్ మాట్లాడారు. ఆతర్వాత తెలంగాణ, ఆంధ్రప్రదేశ్ రాష్ట్రాల ఇన్చార్జ్ డాక్టర్ రాజశేఖర్ రెడ్డి, కోఆర్డినేటర్ డాక్టర్ ఎస్.వినోద్ రావు మాట్లాడుతూ శిక్షణ, ఉపాధి అవకాశాలను వివరించారు. అధ్యాపకులు జి.జీవన్ కుమార్ తదితరులు పాల్గొన్నారు.

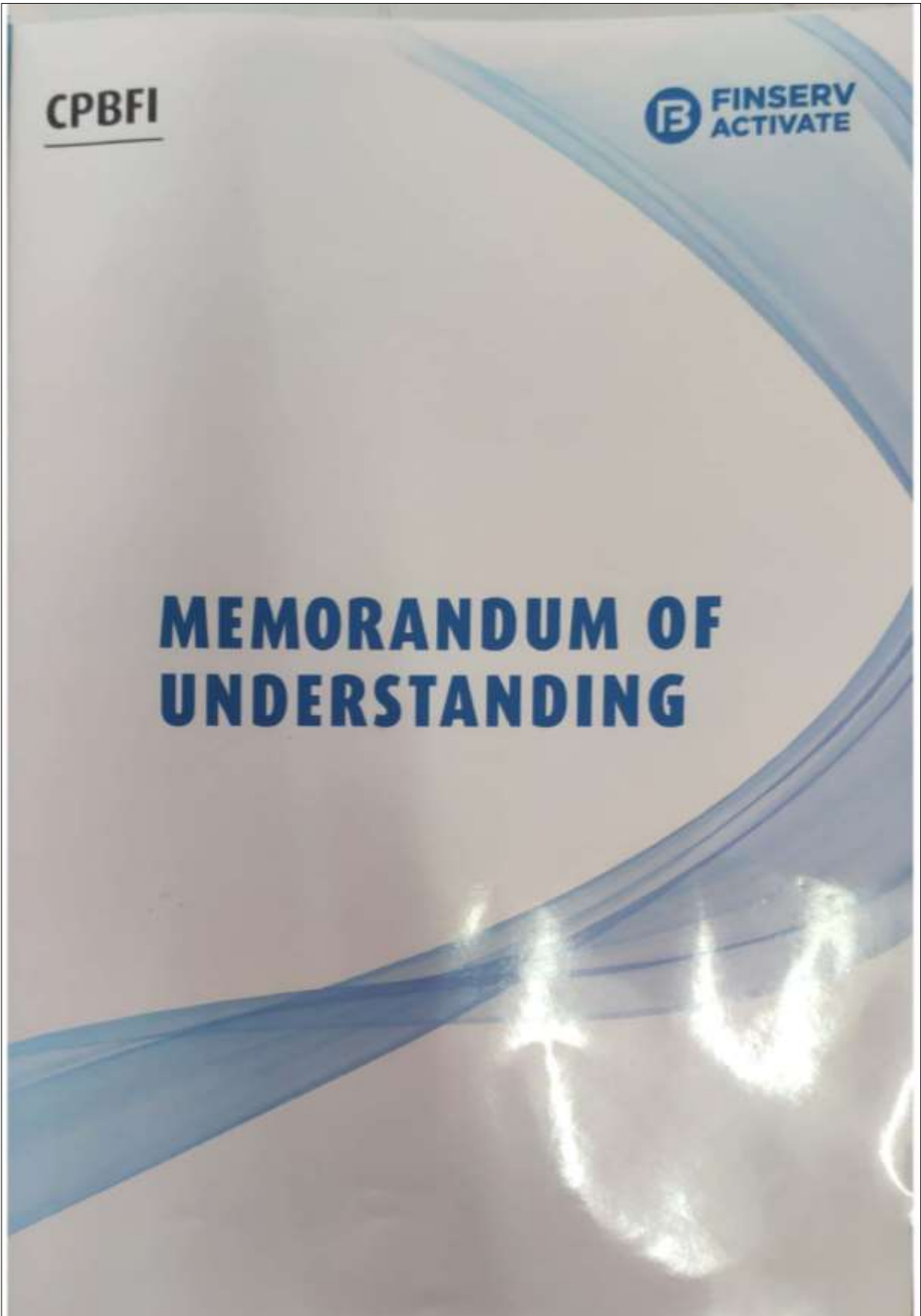
Student's enrolment in Certificate course

CERTIFICATE PROGRAMME IN BANKING INSURANCE AND FINANCE						
LIST OF THE STUDENTS FOR THE ACADEMIC YEAR 2021-22						
Sl. No.	Name of the Student	Gender	Date of Birth	Course	Year	Mobile No.
1	GUNDEBOINA SANDHYA	Female	21/09/2001	B.Com.	Third Year	8465012677
2	UDDAMARI VARSHA	Female	26/04/2001	B.Com.	Third Year	6302114262
3	MUCHARLA RANJITH	Male	22/01/2001	B.Com.	Third Year	9121481347
4	Kampeta sumanth	Male	29/04/2000	B.Com.	Third Year	9849963213
5	OJJA ADARSH	Male	6/4/2001	B.Com.	Third Year	9347131980
6	Samudrala Manasa	Female	20/01/2002	B.Com.	Third Year	7330711866
7	MOODU ANITHA	Female	19/06/2001	B.A.	Third Year	9381538134
8	KONGANTI MANOHAR	Male	19/12/1999	B.Com.	Third Year	7093833756
9	AMGOTHU SRINIVAS	Male	7/5/2001	B.Com.	Third Year	7893519532
10	ANNEBOINA YAMUNA	Female	4/7/2001	B.Com.	Third Year	6309616657
11	MANDA VARSHITHA	Female	6/4/2002	B.Com.	Third Year	9392591741
12	UDUTHA SAIKIRAN	Male	15/06/2001	B.Com.	Third Year	8186927462
13	BANALA RAVALI	Female	6/8/2002	B.Com.	Third Year	9392546742
14	KANNE SHILPA	Female	12/8/2000	B.Com.	Third Year	8074372108
15	PANDYALA SRAVANI	Female	20/04/2000	B.Com.	Third Year	9059047539
16	Bokka Vinay	Male	1/7/2001	B.Com.	Third Year	8008032090
17	PENJARA THILAK	Male	1/5/2000	B.Com.	Third Year	9100371453
18	GURRAM SUPRIYA	Female	2/5/2000	B.Com.	Third Year	9390644532
19	AAVULA.SANTHOSH KUMAR	Male	1/1/2001	B.Com.	Third Year	9390698568
20	MENDE PRANAY	Male	23/04/2000	B.Com.	Third Year	9959119445
21	GURRAM SRIHARSHITHA	Female	26/02/2001	B.Com.	Third Year	9398534345
22	VADDE SINDHU PRIYA	Female	7/4/2002	B.Com.	Third Year	7981893325
23	KOUTAM PREETHI	Female	5/9/2001	B.Com.	Third Year	9381151962

24	ABHISHEK MISHRA	Male	9/3/2001	B.Com.	Third Year	7569565022
25	GONE.SHRAVANKUMAR	Male	20/03/2001	B.Com.	Third Year	9701651598
26	MUPPIDOJU VENKATESHWARLU	Male	14/09/2001	B.Com.	Third Year	9701348512
27	ROHAN KUMAR	Male	20/11/2001	B.Com.	Third Year	9618567266
28	GOLLA PRIYANKA	Female	8/3/2002	B.Com.	Third Year	7396988024
29	JODUMUNTHALA ARCHANA	Female	6/11/2000	B.Com.	Third Year	7093826831
30	NEELALA RAJENDER	Male	21/06/2000	B.Com.	Third Year	7095107316
31	VELDANDI SHIVAKRISHNA	Male	2/6/2001	B.Com.	Third Year	8374228903
32	MORA. MAYURI	Female	21/07/2001	B.Com.	Third Year	7036005974
33	SRIPOTHULA RUCHITHA	Female	8/9/2002	B.Com.	Third Year	9154796604
34	ANKESHWARAPU NAVANI	Female	2/10/2000	B.Com.	Third Year	7075815964
35	KESHIREDDY YAMUNA	Female	27/11/2000	B.Com.	Third Year	9502387221
36	SINGAVARAPU HIMA INDHU	Female	28/10/2001	B.Com.	Third Year	7075576290
37	KOLA RAKESH	Male	11/7/2000	B.Com.	Third Year	9515088431
38	MOHAMMED IMRAN PASHA	Male	25-07-2001	B.Com.	Third Year	9381719583
39	Geesa Mahesh	Male	26/01/2001	B.Com.	Third Year	6302738026
40	GAJE MANOJ KUMAR	Male	21/06/2000	B.Com.	Third Year	8008759928
41	Akula vamshi krishna	Male	10/7/2000	B.Com.	Third Year	9346793684
42	CHILUKA SUJEETH	Male	26/06/2002	B.Com.	Third Year	9346304240
43	mokkinepellisiri	Female	29/05/2001	B.Com.	Third Year	9391364405
44	ADEPU SAHITHI	Female	8/11/2001	B.Com.	Third Year	8790141851
45	THADAKA AMULYA	Female	25/12/1999	B.Com.	Third Year	7799052789
46	JANNU HARSHA VARDHAN	Male	6/2/2001	B.Com.	Third Year	9390289140
47	MAMIDI SAMPATH	Male	1/5/1999	B.Com.	Third Year	7095754097

48	Maloth shireesha	Female	27/04/1998	M.Com.	First Year	7995800619
49	MOHAMMAD HASEENA BEGUM	Female	24-04-2020	B.Com.	Third Year	9398729324
50	MURALA DEEPTHI	Female	24/04/2002	B.Com.	Third Year	7993668294
51	MIDUTHANAPALLY SAIRAM	Male	28/11/1999	M.Com.	First Year	9490691469
52	Mekala. Manikanta	Male	20/08/2001	B.Com.	Third Year	9912082160
53	MOHAMMED AFZALMIYA	Male	24/05/1999	M.Com.	Third Year	8374103289
54	EEGA SRAVYA	Female	25/07/2001	B.Com.	Third Year	9110311461
55	AKKATI HARINATH	Male	30/12/2000	B.Com.	Third Year	9100312367
56	THAMMANAVENI PRAVALIKA	Female	10/1/2001	B.Com.	Third Year	6304570070

COMPLETE MOU COPY



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Through President (Legal and Taxation) – Bajaj Finserv Limited

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- E. The PARTNER INSTITUTE has expressed its willingness to partner with FINSERV to conduct CPBFI for its students and alumni, on terms and conditions set out herein below;
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2


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Hanamkonda.



2 Scope of CPBF:

- i. FINSERV has appointed different training institutes as Official Training Partners for conducting CPBF (hereinafter referred to as CPBF Official Training Partners).
- ii. FINSERV and the PARTNER INSTITUTE, through one of the CPBF Official Training Partners, shall conduct, for the eligible students and alumni of the PARTNER INSTITUTE, a Certificate Programme in Banking, Finance and Insurance viz. CPBF, covering industry overview and product knowledge about Banking, Financial Services and Insurance (BFSI) industry and communication skills.

3 Responsibilities of the Parties:

- i. The PARTNER INSTITUTE shall be responsible for mobilizing students for the CPBF Programme by spreading awareness about CPBF and its potential benefits for the prospective students. FINSERV shall, if requested by PARTNER INSTITUTE, at its discretion, support the awareness campaigns by participating in the student meetings, parent meetings and design of publicity material such as posters, leaflets etc.
- ii. The PARTNER INSTITUTE shall be responsible for providing necessary infrastructure facilities for conducting CPBF, specifically (a) one class room, equipped with a projector, a sound system and a white-board with a seating capacity of at least 45 students, (b) one computer room, equipped with computers having MS Office software and high-speed internet connection, with a seating capacity of at least 25 students, for conducting the online assessment tests (c) one assembly hall with a capacity of around 60 persons and 3 interview rooms, for one day per batch, for conducting CPBF HR Workshop. PARTNER INSTITUTE shall also provide basic stationery required for training purposes such as marker pens, chart sheets, chalks etc.
- iii. The PARTNER INSTITUTE shall appoint a Coordinator for every CPBF batch, with following responsibilities:
 - a. To motivate and encourage students to extract maximum benefit from CPBF.
 - b. To provide necessary support to the CPBF Official Training Partner for planning and conducting the program.
 - c. To conduct online pre-assessment and post-assessment tests for every batch.
 - d. To ensure that the classes are conducted as per pre-defined schedule.
 - e. To ensure that all students are regularly attending the classes.
 - f. To maintain daily attendance of students.
 - g. To attend few classes as an observer and provide feedback to FINSERV about the training quality.
 - h. To ensure discipline and good conduct from the students.
 - i. To support FINSERV team to conduct CPBF HR Workshop for every batch.
 - j. To submit required college information as per Annexure 3 to FINSERV coordinator.
- iv. The PARTNER INSTITUTE shall issue an appointment letter to the Coordinator as per format prescribed in Annexure 4 of this MOU. The PARTNER INSTITUTE shall submit the appointment letter, duly authorized by the Principal of the PARTNER INSTITUTE and accepted by the Coordinator, to FINSERV before commencement of every CPBF Batch.
- v. FINSERV shall be responsible to design and continuously improve the CPBF programme structure, including adding or deleting courses, changing pedagogy or modifications to the programme duration.

3


PRINCIPAL
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- vi. FINSERV shall be responsible to arrange faculty, with requisite expertise and experience, through any of its CPBFI Official Training Partners. FINSERV shall provide necessary details of the concerned CPBFI Official Training Partner to the PARTNER INSTITUTE at least 2 weeks before start of every batch.
- vii. FINSERV and the PARTNER INSTITUTE, shall be responsible for award of "Certificate of Completion" at the completion of CPBFI to all successful candidates who meet eligibility criteria viz. requisite attendance and credits in the examinations conducted during CPBFI.
- viii. FINSERV, as part of its CSR, shall bear the full cost of faculty deployed by its CPBFI Official Training Partner, to ensure that CPBFI is affordable to students belonging to economically weaker sections of the society.
- ix. FINSERV along with its chosen academic partner/s, shall conduct an online examination at the end of CPBFI. Only students who pass this examination shall be eligible to receive the "Certificate of Completion". This examination shall be in addition to all other examinations conducted by the CPBFI Official Training Partner during CPBFI.
- x. The PARTNER INSTITUTE shall display the FINSERV name and logo prominently in all marketing and publicity material, notices for students and all other internal and external communications, in paper form or otherwise, relating to CPBFI.
- xi. Any other use of FINSERV brand names by the PARTNER INSTITUTE shall require prior written consent from FINSERV.
- xii. The PARTNER INSTITUTE shall provide to FINSERV, necessary information about all the students of CPBFI in the format specified by FINSERV in Annexure 1. FINSERV shall be free to contact the students directly for the purpose of monitoring the impact of CPBFI and the career progression of students.
- xiii. The PARTNER INSTITUTE shall not conduct CPBFI or a programme with identical course structure except in partnership with FINSERV.
- xiv. The PARTNER INSTITUTE shall be solely responsible to comply with regulations of University Grants Commission or any other authority regulating educational activities in India. The PARTNER INSTITUTE agrees that FINSERV shall not have any liability including monetary or otherwise, in the event of any regulatory action taken against the PARTNER INSTITUTE in respect of conducting this programme. The PARTNER INSTITUTE agrees to fully compensate FINSERV in case an action is taken against FINSERV by any such regulatory authority in respect of conduct of CPBFI by the PARTNER INSTITUTE under this MOU.
- xv. The PARTNER INSTITUTE shall be solely responsible for payment of GST or any other taxes that may be applicable, in respect of fees collected by the PARTNER INSTITUTE for CPBFI and FINSERV shall not have any liability towards the same. The PARTNER INSTITUTE agrees that FINSERV shall not have any liability, monetary or otherwise, in the event of any action is taken against the PARTNER INSTITUTE by any tax authorities. The PARTNER INSTITUTE agrees to fully compensate FINSERV in case any action is taken against FINSERV by any such tax authority in respect of conduct of CPBFI by the PARTNER INSTITUTE under this MOU.
- xvi. The PARTNER INSTITUTE shall submit the information specified in Annexure 3 before commencement of every batch to FINSERV.

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**PRINCIPAL
KAKATIYA GOVT.COLLEGE
Hanamkonda.**



4. Batch Strength:

The parties agree that, each batch shall consist of minimum 30 and maximum 45 students. FINSERV and the PARTNER INSTITUTE may mutually decide to start a batch with less than 30 students.

5. Term of the MOU:

The term of this MOU is for 3 years commencing from February 1, 2020, except Clause 3(xiii) and Clause 14, which shall continue to be in force for a further period of 3 years from the date of termination of this MOU. The parties may decide to further extend the term of this MOU by mutual consent on such terms and conditions as may be agreed between them.

6. Course fees:

- i. PARTNER INSTITUTE shall charge a non-refundable fee of Rs. 1,000 (Rupees one thousand only) to each of the students of CPBFI towards the course fees inclusive of GST and other taxes. The fee payable by each student shall not be less than Rs. 1,000 (Rupees one thousand only) plus applicable taxes and shall not exceed Rs. 3,000 (Rupees three thousand) plus applicable taxes. The fees specified here shall be valid for two years from signing of this MOU. The fees shall be reviewed on completion of this period and parties may mutually agree to revise the same from time to time.
- ii. On successful completion of every batch i.e. If the overall attendance of the students is in excess of 75%, FINSERV shall pay an amount of Rs. 500 (Rupees Five Hundred only) per student to the PARTNER INSTITUTE as a fee subsidy. The PARTNER INSTITUTE may utilize this amount to remunerate the coordinator and other staff members for their effort towards successful conduct of CPBFI Batch. The fee subsidy shall be paid by FINSERV within 2 weeks from completion of every batch and submission of bank account information as per Annexure 3. The method for calculating the overall attendance is included in Annexure 2.
- iii. The PARTNER INSTITUTE shall ensure that no student shall be allowed to attend CPBFI without paying the full fees.
- iv. The PARTNER INSTITUTE shall submit to FINSERV, before commencement of any batch, extracts of bank statement or copies of cash receipts or a letter from the Principal or Vice-Principal confirming collection of fee from every participant.

7. Duration and contents of CPBFI:

- i. CPBFI shall commence from February 2020. The said Programme will be of about 8-week duration and will involve class room teaching of about 120 hours.
- ii. The PARTNER INSTITUTE has agreed to mobilize, on best effort basis, at least 40 students in first academic year and at least 80 students from second academic year onwards. The PARTNER INSTITUTE shall decide the batch schedule and timings and inform the schedule to FINSERV at least 45 days before commencement of the batch.
- iii. FINSERV shall arrange to make the faculty available as per the schedule informed by the PARTNER INSTITUTE.
- iv. Detailed schedule of the lectures and practical shall be given in advance to students before commencement of CPBFI.

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8. Place of teaching

- i. The class room teaching and practical shall be conducted at Kakatiya Government College, Hanamkonda, Warangal by the CPBF Official Training Partner, for up to four hours a day on such days, dates and at such timings as may be mutually decided between the parties.

9. Eligibility for CPBF

- i. Any student who is studying in the final year of Graduation Programme or pursuing any post-graduation programme shall be eligible to apply for admission to CPBF.
- ii. Additionally, any fresh graduate i.e. a graduate with less than 2 years of work experience or no work experience, shall also be eligible to apply for admission to CPBF.
- iii. Only candidates who have scored 50% or more marks in their final year graduation examination shall be eligible. In case of final year students, the marks scored by them in the second-year examination shall be considered to decide their eligibility.
- iv. Only candidates who are less than 27 years old, on the date of application, are eligible to apply for admission to CPBF.
- v. The PARTNER INSTITUTE shall select the final list of candidates for admission based on the criteria mutually agreed upon by the PARTNER INSTITUTE and FINSERV from time to time.

10. Discipline and right to expel

- i. The students of CPBF shall be subject to rules of discipline/code of conduct of the PARTNER INSTITUTE during course period.
- ii. If the concerned CPBF Official Training Partner observes a breach of code of conduct by any student, it shall immediately report the same to the CPBF Coordinator for necessary action.
- iii. If any participant commits breach of code of conduct of the PARTNER INSTITUTE, the faculty shall have full authority to expel such student for the remaining duration of CPBF.

11. Faculty

- i. FINSERV shall be solely responsible for arranging, through a CPBF Official Training Partner, faculty, with requisite industry and teaching experience, and conducting CPBF efficiently and effectively. The PARTNER INSTITUTE shall not be responsible for making any payments to the faculty of the CPBF Official Training Partner.
- ii. Some of the lectures of CPBF may be conducted by the experts from FINSERV as per the understanding between the parties. However, the PARTNER INSTITUTE shall not be liable to pay any amounts to FINSERV towards the said lectures and no amounts shall be deducted from the amounts payable to the PARTNER INSTITUTE.

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12. Certification:

FINSERV and the PARTNER INSTITUTE shall issue a "Certificate of Completion" in "Certificate Programme in Banking, Finance and Insurance" to the eligible students. The certificates shall be printed by FINSERV and shall carry the logos of FINSERV, the PARTNER INSTITUTE and the concerned CPBF Training Partner.

13. Further Agreements:

The parties agree that, they may mutually discuss and enter into further agreements, if needed.

14. Confidentiality:

- i. The Parties agree to maintain strict secrecy and confidentiality regarding any and all Confidential Information exchanged or to be exchanged between them in relation to this MOU.
- ii. The PARTNER INSTITUTE agrees that all the course material provided by FINSERV or the CPBF Official Training Partner, including but not limited to CPBF structure, curriculum, lesson plans and evaluation methods, shall be deemed to be Confidential Information.
- iii. The PARTNER INSTITUTE agrees that any of FINSERV's technical or business or other information including information given for development of any case studies / development of any program modules / contents, made available by FINSERV or its personnel to the PARTNER INSTITUTE shall be deemed to be Confidential Information.
- iv. The PARTNER INSTITUTE agrees to restrict access and disclosure of Confidential Information to such of their employees, agents, vendors, and contractors strictly on a "need to know" basis, to maintain confidentiality of the information disclosed to it in accordance with this clause.
- v. Information and material disclosed and provided by each party to the other party in pursuance of or in connection with performance of its obligation under this MOU shall, at all times, remain the sole and exclusive property of the disclosing Party.

15. Intimation about cancellation/postponement of CPBF:

- i. If due to any cogent reasons, it appears to the PARTNER INSTITUTE that it is unable to arrange any batch as per schedule, the PARTNER INSTITUTE shall intimate about its inability to FINSERV at least 30 days in advance and the parties shall decide further schedule of CPBF by mutual consent.
- ii. However, if such postponement or cancellation is necessitated due to any last minute, unforeseen and unavoidable circumstances like Act of God, civil commotion, strike, bandh, disruption of traffic, epidemic, war, aggression, change in Government Policy or any other similar circumstances, the PARTNER INSTITUTE shall intimate the change in schedule as early as possible after such circumstances as stated above have arisen. In such circumstances, the PARTNER INSTITUTE shall not be held liable for payment towards any loss or damages caused to FINSERV due to delay in its schedule.
- iii. If for any reason, FINSERV, decides to discontinue support for CPBF, it shall give a written notice to the PARTNER INSTITUTE, 30 days in advance. Such notice shall not impact any batch which is already in progress on the date of notice and the terms of this MOU shall continue to apply to the running batches.

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16. Amendment/Termination:

- i. Any amendment to the terms of this MOU can only be made by mutual consent of the parties.
- ii. This MOU may be terminated by either party, for breach of terms and conditions of the present MOU or otherwise, by a written notice of at least one (1) month in advance. Such notice of termination shall not interfere with the batches underway at the relevant time. Such batches shall be allowed to continue until their conclusion.
- iii. Both the parties agree that Finserv shall have the right of terminating this MOU without any notice to the PARTNER INSTITUTE, if the PARTNER INSTITUTE charges a fee exceeding the amount prescribed under Clause 6(i) of this MOU. In such event, the batches underway at the relevant time, may also be terminated by FINSERV, unless the PARTNER INSTITUTE refunds the excess fee charged to every student of the batch.

17. Applicable Law and Dispute Settlement:

- i. This MOU shall be governed by the Laws of India.
- ii. Any dispute arising between the parties in connection with or arising out of the performance of mutual obligations under this MOU shall be resolved by mutual discussion and consultation. If the dispute remained unresolved even after 30 days, then the dispute shall be referred to Dr Parnu Venkateshwarlu, Principal, Kakatiya Government College and Mr. V. Rajagopalan, President (Legal and Taxation), Bajaj Finserv Limited. The decision of Dr Parnu Venkateshwarlu and Mr. Rajagopalan shall be final and binding on both parties.

18. Originals

This MOU is executed in counterparts, each of which shall be deemed to be original and retained by each of the Parties but together they shall constitute one and the same MOU.

IN WITNESS WHEREOF, the Parties hereto have put their hands the day, month and the year first hereinabove mentioned.

For Kakatiya Government
College

Name: Dr Parnu Venkateshwarlu
Designation: Principal

Witness
Full Name:
Designation:

For Bajaj Finance Limited

Name: V. Rajagopalan
Designation: President (Legal
and Taxation)

Witness
Full Name: Ajay Sathe
Designation: Group Head -
Customer Experience and CSR

For Bajaj Finserv Limited

Name: V. Rajagopalan
Designation: President (Legal
and Taxation)

Witness
Full Name: Ajay Sathe
Designation: Group Head -
Customer Experience and CSR




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Annexure 1: Format for submission of student information

The PARTNER INSTITUTE shall provide the following information in respect of every student of CPBFI

1. Full Name:
2. Gender:
3. Academic qualification: If already graduate mention the degree. If pursuing graduation, mention the degree for which studying.
4. Status: Mention "Complete" if the candidate is already a graduate. Mention "Pursuing" in case of final year students.
5. Date of Birth: in DD/MM/YYYY format
6. Mobile Number:
7. Email Address:

Annexure 2: Methodology for Calculating Overall Attendance of the Batch

The steps and formula for calculating overall attendance are as under.

1. Enrollment: Number of students who have registered and paid fees for CPBFI
2. Drop outs: Number of students who stopped attending CPBFI during the batch
3. Regular students: Enrollment minus Drop Out
4. Total available student days: Number of regular students multiplied by total duration of CPBFI (number of days. E.g. 40 days)
5. Actual student days: Sum of days attended by each regular student.
6. Overall attendance (%) = Actual Student Days / Available Student Days X 100

Example: In a CPBFI batch 43 students registered and paid fees. By end of first week 3 students stopped attending the batch. The batch was conducted for 40 days. Out of the 40 regular students – 10 attended every class, 15 attended for 35 days, 10 attended for 33 days and 5 attended by 30 days. Overall attendance will be calculated as under.

Enrollment: 43


Drop-out: 3

Regular students: 40

Available days: 40 X 40 i.e. 1600

Actual days: (10 X 40) + (15 X 35) + (10 X 33) + (5 X 30) = 400 + 525 + 330 + 150 = 1405

Overall attendance: (1405 / 1600) X 100 = 87.81%



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Annexure 3: Information required by FINSERV before commencement of every batch

Sl.	Information Required
1	Basic information about the PARTNER INSTITUTE viz. Name Year of establishment Name of the educational society Contact details Website URL NAAC rating Total number of students (by stream) Total final year students (by stream)
2	Coordinator Details viz. Name Designation Department (Commerce/Science etc.) Contact details: Mobile and Email Address
3	Bank Details for payment of subsidy viz. Beneficiary Name: Bank Account number: Bank Account Type: (Saving/current) Bank Name: Branch: IFSC Code: Permanent Account Number of the college (PAN): Please provide scanned copy of a cancelled cheque and PAN Card along with the above information
4	High resolution logo of the college for printing on the Certificate/CPBF brochures etc. AI, JPEG, PNG, PDF Format. The image should be high resolution.
5	Brief write up about the institute – for inclusion on CPBF website, CV book etc.




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Annexure 3: Information required by FINSERV before commencement of every batch

Information Required	
1	<p>Basic information about the PARTNER INSTITUTE viz.</p> <p>Name Year of establishment Name of the educational society Contact details Website URL NAAC rating Total number of students (by stream) Total final year students (by stream)</p>
2	<p>Coordinator Details viz.</p> <p>Name Designation Department (Commerce/Science etc.) Contact details: Mobile and Email Address</p>
3	<p>Bank Details for payment of subsidy viz.</p> <p>Beneficiary Name: Bank Account number: Bank Account Type: (Saving/current) Bank Name: Branch: IFSC Code:</p> <p>Permanent Account Number of the college (PAN):</p> <p>Please provide scanned copy of a cancelled cheque and PAN Card along with the above information</p>
4	<p>High resolution logo of the college for printing on the Certificate/CPBFI brochures etc.</p> <p>AI, JPEG, PNG, PDF Format. The image should be high resolution.</p>
5	<p>Brief write up about the institute - for inclusion on CPBFI website, CV book etc.</p>



[Handwritten Signature]

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