Programme	:	Master of Commerce [M.Com]
Course Code	:	COM-505
Course Title	:	Management of Mutual Funds
Number of Credits	:	4
Effective from AY	:	2022 - 2023

Pre-req	uisites	for	the	Course:

NIL

## **Objectives of the Course:**

- 1. To assess Mutual funds Organization structure and role of different parties.
- 2. Assess offer documents of different schemes and SEBI requirements in preparation of Offer documents.
- 3. To assess the suitability of Scheme Information Document (SID), Statement of Additional Information (SAI), and Key Information Memorandum (KIM)
- 4. To prepare Investment plans, products and services offered to present and prospective investors in the financial market
- 5. To assess different types of plans; Systematic Investment Plan (SIP); Systematic Transfer Plan (STP), and Systematic Withdrawal Plan (SWP)

Course Content					
Unit 1         The Concept, Role, and Types of Mutual Funds         1	15 Hours				
The Concept of Mutual Funds- Advantages of Mutual Fund Investing-Portfolio					
Diversification-Professional Management- Reduction of Risk-Transaction Cost	ts and Taxes-				
Liquidity and Convenience - Growth and Trends of Mutual Fund Industry in I	India - Types				
of Funds- Open-end Funds/Closed-end Funds/Fixed Term Plans - Load Funds/No Load					
Funds -Tax Exempt/Non-Tax-Exempt Funds-Money Market Funds-Equity Funds-Debt					
Funds-Hybrid funds - Commodity Funds-Real Estate Funds-Exchange traded	l funds-Index				
traded funds- Funds of Funds.					
	15 Hours				
Mutual Funds					
Structure of Mutual Funds in India- Parties to Mutual Funds- The Fund Sponsor-Mutual					
Fund as a Trusts-Trustees- Rights of Trustees- Obligations of Trustees- The Asset					
Management Company- its appointment and functions- Obligations of AMC and Directors-					
Independent Directors and its Trustees - Other Fund Constituents - Custodians -					
Depositories - Bankers-Transfer Agents and Distributors.					
	15 Hours				
The Offer Document – What it is - Importance - Contents - Regulation and Inv	0				
- Contents of the Offer Document - Standard Offer Document for Mutual Funds (SEBI					
format) - Summary Information -Glossary of Defined Terms - Risk Disclosures - Legal and					
Regulatory Compliance - Expenses - Condensed Financial Information of Schemes -					
Constitution of the Mutual Fund - Investment Objectives and Policies -Management of the					
Fund - Offer Related Information - Scheme Information Document (SID) - Statement of					
Additional Information (SAI) and Key Information Memorandum (KIM).					
	15 Hours				
Accumulation Plans - Systematic Investment Plans - Automatic Reinvestment Plans -					
Retirement Plans - Switching Within Family of Funds - Voluntary Withdrawal Plans -					
Redeeming Shares - Services Performed by Mutual Funds- Nomination Facilities - Phone					
Transactions/Information – Check Writing, Pass Books - Periodic Stateme	ents and Tax				
Information – Statutory -Others - Loans Against Units.					

<ul> <li>The following methods and forms of study are used in the course:</li> <li>The methodology used in the class will combine lectures, applications, and case discussions. Lectures will address the assigned reading materials.</li> <li>The required readings, lecture notes, and the assigned home works and cases of Offer Document and Various schemes are intended to support learning objectives. They will prepare the students adequately for the examinations.</li> <li>In addition to the lectures, review sessions will be scheduled to address assignments, end-of-chapter questions, and on some occasions, to examine Offer documents as assigned cases.</li> <li>Reference / Readings: <ol> <li>H. Sadhak, <i>Mutual Funds in India, Marketing strategies &amp; Investment Practices</i>, SAGE Response; India, 2<sup>nd</sup> Edition, 2003.</li> <li>H.R. Singh &amp; Dr. Meera Singh, <i>Mutual funds &amp; Indian Capital Market</i>, Kanishka Publishers Distributors, India, 2012.</li> <li>K.G. Sahadevan &amp; M. Thiripalraju, <i>Mutual Funds Data, Interpretation &amp; analysis</i>, Prentice-Hall of India Pvt. Ltd, 1997.</li> <li>L.M. Bhole and Jitendra Mahakud, <i>Financial Institutions &amp; Markets</i>, McGraw Hill Education; India, 6<sup>th</sup> Edition, 2017.</li> <li>Lalit Bansal, <i>Mutual Funds: Markets</i> (NISM), <i>Mutual Funds Distributor</i>, Taxmann Publications Pvt. Ltd., India, 2022.</li> <li>National Institute of Securities Markets (NISM), <i>Mutual Funds Distributor</i> (Level2), Taxmann; India, 2022.</li> <li>National Institute of Securities Markets (NISM), <i>Mutual Funds Foundation</i>, Taxmann Publications Pvt. Ltd.; India, 2022.</li> <li>National Institute of Securities Markets (NISM), <i>Mutual Funds Foundation</i>, Taxmann Publications Pvt. Ltd.; India, 2022.</li> <li>Sanjeev Agarwal, <i>Guide to Indian Capital Market</i>, Bharat Law House; India, 2000.</li> <li>Seema Vaid, <i>Mutual fund operation in India</i>, Rishi Publications, India, 2000.</li> <li>Seema Vaid, <i>Mutual fund operation in India</i>, Rishi Publications, India, 2000.</li> </ol></li></ul>	Pedag	ogy:
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