



**ST. ANNE'S DEGREE COLLEGE, VIRAJPET**  
**(AFFILIATED TO MANGALORE/KODAGU UNIVERSITY)**  
**(NAAC ACCREDITED | APPROVED BY AICTE)**

**Murnad road, Virajpet-571218**

**Email: [stannescolleges@gmail.com](mailto:stannescolleges@gmail.com) | Website: [stannesdegreevirajpet.edu.in](http://stannesdegreevirajpet.edu.in)**

## **DEPARTMENT OF COMMERCE**

### **Program Documents**

**“Certificate programme in Banking, Finance and Insurance [CPBFI] [October-January] of 90 Hours”**

<b>Sl. No</b>	<b>Particulars</b>	<b>Details</b>	<b>Remarks</b>
1.	MOU	It is between St Anne's Degree College and Bajaj Finserv to conduct CPBFI programme (disclosed)	-
2.	Program Name	“Certificate programme in Banking, Finance and Insurance [CPBFI] - attached from brochure of Bajaj Finserv	Annexure - 1
3.	Reasons to become a partner with Bajaj Finserv	To Produce graduates for being ready for industry - attached from brochure of Bajaj Finserv	Annexure - 2
4.	Program Journey map	To organize the CPBFI program for B.Com and BBM students	Annexure - 3
5.	Promotional activities	Session organized on 04/11/2023 at 11:30am in the college auditorium to introduce CPBFI programme and motivate the students to take up the programme. (attached photograph)	Annexure - 4
6.	Communication	Kaizala Group was formed by Bajaj Finserv on Nov 27 <sup>th</sup> ,2023 for further communicate with our students.	Annexure – 5
7.	Fees	1000 per participant	Annexure – 6
8.	Pre assessment quiz	Below link was given by Bajaj Fiserv on 27 <sup>th</sup> Nov 2023 <a href="http://www.knowlens.com/bajajfinserv">www.knowlens.com/bajajfinserv</a>	
9.	Launch – Minutes	Online Launch event was an official opening of CPBFI organized at Conference Hall	Annexure - 7

10.	Launch Date, Schedule and Photo graph	29 <sup>th</sup> Nov 2023 at 11:16 AM. Photos taken during the session were attached in annexure	Annexure – 8
11.	Launch Report	Report has been attached	Annexure – 9
12.	Syllabus	Syllabus of CPBFI is attached from brochure of Bajaj Finserv	Annexure – 10
13.	Program Days and Schedule	38days 90hours	Annexure – 11
14.	Program Attendance	Attendance taken by respective session teachers.	Annexure – 12
15.	Post – Assessment Test	Marks of online post assessment attached	Annexure - 13
16.	Certificate distribution Ceremony	Conducted on 24/05/2023 in the conference hall.	Annexure - 14
17.	Photograph	Photo is attached	Annexure - 15
18.	Brief report	Attached program report	Annexure -16
19.	Feedback form of participants	<a href="https://www.surveymonkey.com/r/7WXBKSR">https://www.surveymonkey.com/r/7WXBKSR</a>	-----
20.	Coordinators appointment letter	Appointment letter is attached	Annexure -17

## Annexure: 1

**Join a National Initiative to Unlock the Potential of Your Graduates!**

**CPBFI**  
**CERTIFICATE PROGRAMME IN BANKING, FINANCE AND INSURANCE**

**The CPBFI Network**

Reach	2018-19	2019-20	Since inception
States	4	7	8
Towns	15	39	53
Partner colleges	27	99	152
Active centres	22	90	124
Batches	30	100	#240
Student enrolments	1,022	3,809	#10,000

Footnoted up to March 2021

**The reasons to partner Bajaj Finserv**

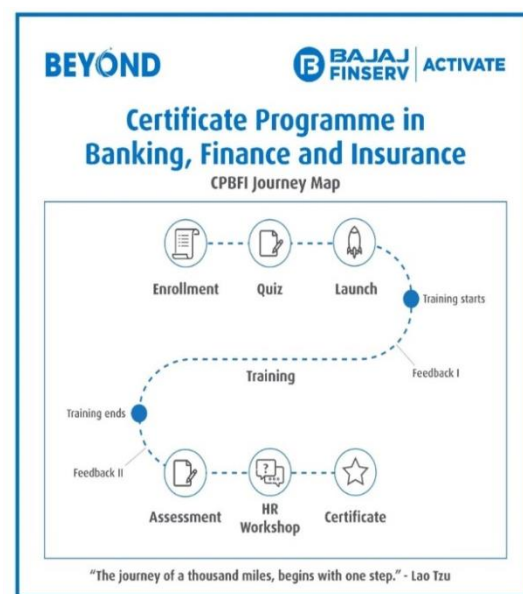
- Produce graduates that are ready for the industry
- Attract top recruiters for placements
- Improve NAAC/NIRF Ratings and Ranking among the Best Colleges
- Attract top students from the city

## Annexure: 2

The reason to start CPBFI programme

1. This would be best extra- curricular programme to our students.
2. To enhance the career opportunities of the students in Banking, Finance and Insurance company and also attract top companies to recruit from the college.
3. To equip the students with right attitude, skills and Industry knowledge, thereby going beyond a typical skill development.
4. To make them skilled employed.

## Annexure: 3

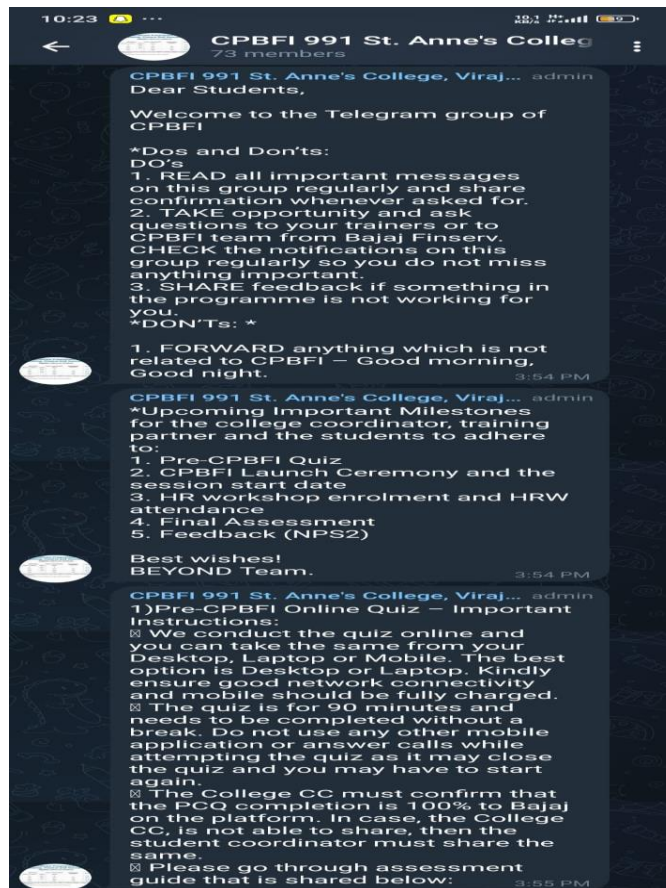


Annexure – 4



**Virajpet, Karnataka, India**  
 Madikeri - Virajpet Road, Kodagu Ward No. 1, Near to Clock tower, Virajpet, Karnataka  
 571218, India  
 Lat 12.198764°  
 Long 75.801994°  
 04/11/23 11:56 AM GMT +05:30

Annexure – 5



## Annexure – 6

<b>Correspondent</b> <b>St. Anne's Educational Institutions, Virajpet</b>		
No.	<b>VOUCHER</b>	Date: 29/11/23
Paid to <u>Correspondent</u>		
a sum of Rupees <u>1000 × 62 = 62000</u>		
by Cash / Cheque No. _____		
Towards <u>Bajaj Certificate Course</u>		
Rs. <u>62000-1</u>		<u>D. Pathnagar</u> Signature of the Receiver

## Annexure – 7

The Batch Launch of CPBFI was conducted on 11/11/2023 at 11:16 am

<b><u>CPBFI Program Launch Event Schedule</u></b>	
<b>Duration</b>	<b>Agenda</b>
2-3 min	Launch event to be hosted by the College. Introduction of all the faculty members and management team who would be joining the launch event.
2-3min	Introduction of Bajaj Team by the College.
5 min	Introduction of the faculty (Subject Trainers) by the Training Partner
8min	CPBFI Launch video to be played by the training partner.
15 min	Bajaj Representative's Speech
10 min	Student's interaction with the Bajaj team (Informal discussion)
5 min	Introduction of the Student Coordinators by Bajaj
5 min	Group Photograph
5 min	Vote of thanks by the College

**Report**

**Launch of CPBFI (Certificate program in Banking Finance and Insurance) was conducted on 11/11/2023 at 11:16am.**

Bajaj Finserv is a training program for final year students to empower them in placements. Online sessions, mock interviews are conducted during the class hours. The College Coordinator Mrs Drishya K P appointed for CPBFI (Certificate program in Banking Finance and Insurance) and hosted the program by welcoming everyone and introducing the Bajaj representative and handed over to Ms Rashmi Mansukhani.

**Profile: Ms. Rashmi Mansukhani | Project Manager for CSR projects.**

Rashmi Mansukhani is working with Walchand Plus as a Project Manager for CSR projects. She has completed her MBA from Welinkar institute and holds 15 years' experience in the education and learning Domain. She has worked with companies like Accenture Learning, Bombay Stock Exchange Institutes, Times of IndiaWalchand Plus is the training partner of Bajaj Finserv and helps them in reaching out to right colleges and also executing the program.

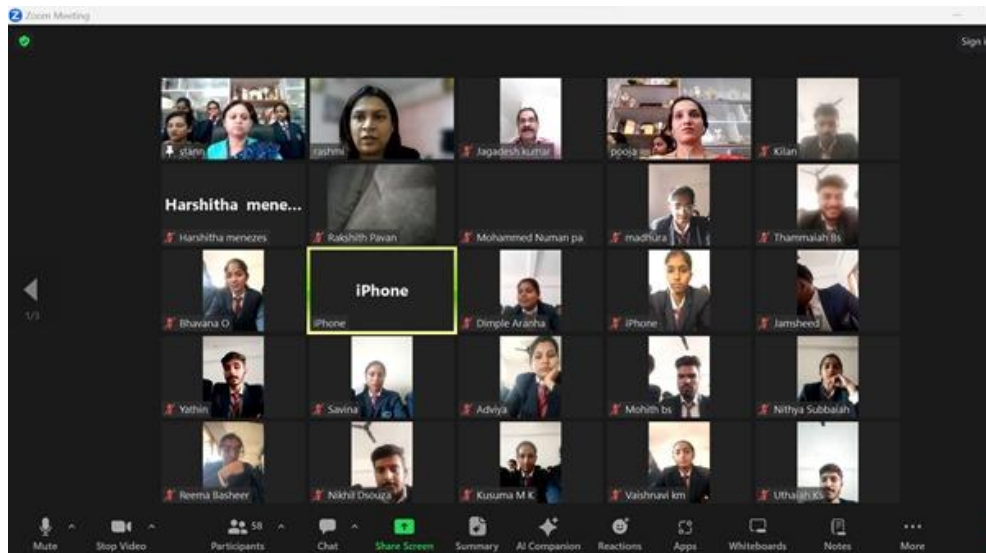
**Launch video**

A short Video was played by Bajajfinserv CPBFI partner to motivate the students to take up the program. Video gave a clear picture about CPBFI which is customized training programme conducted by Bajaj Finserv for graduates, especially graduates, across India. Students understood the aims of CPBFI to make graduates employed for the banking, financial Service and Insurance sector.

**Ms Archana Bhat speech**

MsArchana Bhat assured that it would be an important opportunity to broaden student's horizons and build a better resume. Successful participants could apply for different roles in banks, finance and insurance company. CPBFI prepares participants for challenging customer – facing roles in sales, service and operations which offer maximum career opportunities and excellent growth prospects. She also assured that CPBFI participants would be twice as likely to get a role in corporates compared to their peers.

College appointed two student coordinators for the batch. Ms Diya Dechamma and Mr Rakshith A M from final year Bcom. Mrs Trupti Bopanna Principal delivered the presidential address and congratulated the department of commerce for the successful launch and also motivated the students to make the best use of this certificate program. Mrs Hema B D IQAC coordinator, Mrs Drishya K P HOD of Commerce were present in the program.



Meeting link: <https://us02web.zoom.us/j/87275812673>

## Annexure -10

**CPBFI Courses and Structure**

**ATTITUDE**

**Course 1: Managing Self - SwaRoop**

- SwaRoop orientation
- My Self
- Self-belief – staying assertive
- Mind-body connections and Self-talk
- What are emotions
- Regulating emotions
- What is belief
- ABC Principle of REBT
- Rational and irrational beliefs
- Decision making
- Daily challenges

**SKILLS**

**Course 2: Communication and Workplace Skills**

- What is communication
- Goals and barriers in communication
- Modes of communication
- Listening skills and empathy
- Non-verbal expression skills
- Summarisation skills
- Effective communication
- Use of language in communication
- Spoken communication
- Telephonic communication
- Written communication
- Giving and receiving feedback
- Saying and taking NO
- Persuasion and influencing skills
- Working in teams
- Group discussion skills
- Goals and targets at workplace
- Representing self
- Job interview techniques
- Job interview demonstration

**KNOWLEDGE**

**Course 3: Overview of Retail Banking**

- Introduction to Banking
- Introduction to Branch Banking
- Customers and Their Needs
- Overview of Banking Products
- Liability Products
- Asset Products
- Third Party and Fee-based Products
- Business Development
- Transaction Processing
- Customer Service
- Compliance and Ethics
- Future of Banking
- Inclusive Banking
- Introduction to NBFCs
- Overview of Corporate Banking
- Banking and Me

**KNOWLEDGE**

**Course 4: Overview of Insurance**

- Need for Insurance
- Evolution of Insurance
- Overview of an Insurance Company
- Overview of Retail Insurance Products
- Overview of the Companion Products
- Overview of Insurance Distribution Channels
- Selling Insurance
- Insurance Operations
- Customer Service
- Ethics and Compliance in Insurance
- Future of Insurance
- Inclusive Insurance
- Profitability Drivers for Insurance

Mock interviews by corporate recruiters

**Classroom Only**

- Banking: 24 hours / 8 days
- Insurance: 24 hours / 8 days
- Communication: 36 hours / 12 days
- Managing Self: 12 hours / 2 days

**96 hrs over 30 days**

**Online Only**

- Banking: 24 hours / 12 days
- Insurance: 24 hours / 12 days
- Communication: 36 hours / 18 days
- Managing Self: 12 hours / 4 days

**96 hrs over 46 days**

## Annexure -11

S.No	Date	Time	Subjects	Link
1.	1/12/2023	9:00 to 4:00	Insurance	Offline class
2.	2/12/2023	9:00 to 4:00	Insurance	Offline class
3.	3/12/2023	9:00 to 4:00	Insurance	Offline class
4.	4/12/2023	9:00 to 4:00	Insurance	Offline class
5.	5/12/2023	9:00 to 4:00	Insurance	Offline class
6.	12/12/2023	9:00 to 4:00	Banking	<a href="https://meet.google.com/dkd-tqpc-dmz">meet.google.com/dkd-tqpc-dmz</a>
7.	13/12/2023	9:00 to 4:00	Banking	<a href="https://meet.google.com/dkd-tqpc-dmz">meet.google.com/dkd-tqpc-dmz</a>
8.	14/12/2023	9:00 to 4:00	Banking	<a href="https://meet.google.com/dkd-tqpc-dmz">meet.google.com/dkd-tqpc-dmz</a>
9.	15/12/2023	9:00 to 4:00	Banking	<a href="https://meet.google.com/dkd-tqpc-dmz">meet.google.com/dkd-tqpc-dmz</a>
10.	29/01/2024	9:00 to 4:00	CAWS	Offline class
11.	30/01/2024	9:00 to 4:00	CAWS	Offline class
12.	31/01/2024	9:00 to 4:00	CAWS	Offline class
13.	5/02/2024	9:00 to 4:00	HR Workshop	Offline class



14	6/02/2024	9:00 to 4:00	HR Workshop	Offline class
15	7/02/2024	9:00 to 4:00	HR Workshop	Offline class
16	8/02/2024	9:00 to 4:00	HR Workshop	Offline class
17	9/02/2024	9:00 to 4:00	HR Workshop	Offline class
18	10/02/2024	9:00 to 4:00	HR Workshop	Offline class

\*CAWS – Communication and Work Skills

## Annexure -12

		Subject	BK	IN	BC	Total	BK	IN	BC	43
		Total Days	4	4	6	14	95.93	95.93	68.99	84.39
Learner name	Login ID	Location	Days	Days	Days	Days	%	%	%	%
Adviya Mn	BFS3353	Virajpet	4	3	0	7	100.00	75.00	0.00	50.00
Aishwarya.R	BFS3353	Virajpet	3	3	9	75.00	75.00	50.00	64.29	
Ajay M	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Ajmal Roshan Eh	BFS3353	Virajpet	4	4	0	8	100.00	100.00	0.00	57.14
Akshaya A M	BFS3353	Virajpet	4	4	2	10	100.00	100.00	33.33	71.43
Anjali	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Arpitha.B.G	BFS3353	Virajpet	4	4	2	10	100.00	100.00	33.33	71.43
B A Bopaiah	BFS3353	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Bhavana O	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Bojamma BL	BFS3353	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Bollamma KP	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
CS Saakshi Kaveramma	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Deekshitha CB	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Dimple Aranha	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Diya Dechamma BK	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Farzana K A	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Gagan Mandanna M J	BFS3353	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Ganashree KD	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Greeshma A B	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Harshitha Menezes	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Jamsheed	BFS3353	Virajpet	4	4	0	8	100.00	100.00	0.00	57.14
Jeethan Km	BFS3353	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Jeevitha KN	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Kandana Krishnika Jp	BFS3353	Virajpet	4	4	0	8	100.00	100.00	0.00	57.14
Kilan Nachappa TN	BFS3353	Virajpet	3	4	0	7	75.00	100.00	0.00	50.00
Kush Kuttappa M S	BFS3353	Virajpet	0	3	1	4	0.00	75.00	16.67	28.57
Kusuma M K	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Lishan TM	BFS3353	Virajpet	4	3	4	11	100.00	75.00	66.67	78.57
Lishith Accamma Ch	BFS3353	Virajpet	3	4	4	11	75.00	100.00	66.67	78.57
Madhura NE	BFS3353	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Meghana AC	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Mohammed Numan P A	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Mohith Bs	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Nikhil Dsouza	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Nithya A.S	BFS3353	Virajpet	4	3	6	13	100.00	75.00	100.00	92.86
Parishath TS	BFS3353	Virajpet	4	4	6	14	100.00	100.00	100.00	100.00
Ponnamma AM	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Prarthana Cc	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Rakshith AM	BFS3353	Virajpet	4	4	0	8	100.00	100.00	0.00	57.14
Rakshith Ponnappa M P	BFS3353	Virajpet	3	3	3	9	75.00	75.00	50.00	64.29
Reema Maimoona	BFS3353	Virajpet	2	3	0	5	50.00	75.00	0.00	35.71
Reena Vj	BFS3353	Virajpet	3	4	4	11	75.00	100.00	66.67	78.57
Rithesh R G	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Rizwan P A	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Sanath A.M	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Sanusha. P	BFS3353	Virajpet	4	4	1	9	100.00	100.00	16.67	64.29
Savina K A	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Shahina M.A	BFS3353	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Shanida Pn	BFS3353	Virajpet	4	4	2	10	100.00	100.00	33.33	71.43
Shashank A D	BFS3353	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Shiza Samrin V U	BFS3353	Virajpet	3	4	4	11	75.00	100.00	66.67	78.57
Sohan Somaiah M P	BFS3353	Virajpet	3	3	0	6	75.00	75.00	0.00	42.86
Thammaiah B.S	BFS3353	Virajpet	1	4	1	6	25.00	100.00	16.67	42.86
Thangamma Mp	BFS3354	Virajpet	4	3	3	10	100.00	75.00	50.00	71.43
Thashreefa Ph	BFS3354	Virajpet	2	3	3	8	50.00	75.00	50.00	57.14
Thimmaiah B P	BFS3354	Virajpet	4	3	6	13	100.00	75.00	100.00	92.86
Uthaiah K. S	BFS3354	Virajpet	4	4	3	11	100.00	100.00	50.00	78.57
Vaishnavi Km	BFS3354	Virajpet	0	3	0	3	0.00	75.00	0.00	21.43
Varsha N. R	BFS3354	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86
Vineeth.N.V	BFS3354	Virajpet	4	4	4	12	100.00	100.00	66.67	85.71
Yathin K K	BFS3354	Virajpet	3	3	1	7	75.00	75.00	16.67	50.00
Yesh Ponnappa K.K	BFS3354	Virajpet	4	4	5	13	100.00	100.00	83.33	92.86

## Annexure – 13

To be eligible for certificates students need to have minimum 75% attendance AND minimum 50% scores in online assessments.

A student gets more than 50% marks; he/she gets certificate even if attendance is lower than 75% but higher than 65%.

If a student has more than 75% attendance, he/she gets a certificate even if marks are lower than 50% but higher than 40%.

St. Ann's Degree College, Virajpet

BFS Batch Number	DISPLAY NAME	Login ID	CPBFI RESULT 2
1	991 Akshaya A M	BFS335351	PASS
2	991 Anjali	BFS335352	PASS
3	991 B A Bopaiah	BFS335354	PASS
4	991 Bojamma B.I	BFS335356	PASS
5	991 C. S. Saakshi Kaveramma	BFS335358	PASS
6	991 Deekshitha.C.B	BFS335359	PASS
7	991 Dimple Aranha	BFS335360	PASS
8	991 Diya Dechamma B.K	BFS335361	PASS
9	991 Farzana K A	BFS335362	PASS
10	991 Greshma A. B	BFS335365	PASS
11	991 Kusuma M.K	BFS335373	PASS
12	991 Lishan T. M	BFS335374	PASS
13	991 Lishith Accamma Ch	BFS335375	PASS
14	991 Meghana A. C	BFS335377	PASS
15	991 Mohammed Numan P A	BFS335378	PASS
16	991 Nithya A.S	BFS335381	PASS
17	991 Parishath T.S	BFS335382	PASS
18	991 Ponnamma A. M	BFS335383	PASS
19	991 Prarthana Cc	BFS335384	PASS
20	991 Savina K A	BFS335393	PASS
21	991 Shahina M.A	BFS335394	PASS
22	991 Shanida Pn	BFS335395	PASS
23	991 Shashank A D	BFS335396	PASS
24	991 Shiza Samrin V U	BFS335397	PASS
25	991 Thangamma Mp	BFS335400	PASS
26	991 Uthaihal K. S	BFS335403	PASS
27	991 Varsha N. R	BFS335405	PASS
28	991 Vineeth M.V	BFS335406	PASS
29	991 Yesh Ponnappa K.K	BFS335408	PASS
30	991 Anjali	BFS335352	STAR
31	991 Arpitha.B.G	BFS335353	STAR
32	991 B A Bopaiah	BFS335354	STAR
33	991 Bojamma B.I	BFS335356	STAR
34	991 C. S. Saakshi Kaveramma	BFS335358	STAR
35	991 Deekshitha.C.B	BFS335359	STAR
36	991 Dimple Aranha	BFS335360	STAR
37	991 Diya Dechamma B.K	BFS335361	STAR
38	991 Farzana K A	BFS335362	STAR
39	991 Meghana A. C	BFS335377	STAR
40	991 Mohammed Numan P A	BFS335378	STAR
41	991 Parishath T.S	BFS335382	STAR
42	991 Shahina M.A	BFS335394	STAR
43	991 Shanida Pn	BFS335395	STAR
44	991 Shiza Samrin V U	BFS335397	STAR
45	991 Thangamma Mp	BFS335400	STAR
46	991 Thashreefa Ph	BFS335401	STAR
47	991 Uthaihal K. S	BFS335403	STAR
48	991 Varsha N. R	BFS335405	STAR

49	991 Adviya Mn	BFS335347	PARTICIPATION
50	991 Akshaya A M	BFS335351	PARTICIPATION
51	991 Bhavana O	BFS335355	PARTICIPATION
52	991 Greshma A. B	BFS335365	PARTICIPATION
53	991 Harshitha Menezes	BFS335366	PARTICIPATION
54	991 Jeevitha K. N	BFS335369	PARTICIPATION
55	991 Kandana Krishnika Jp	BFS335370	PARTICIPATION
56	991 Kusuma M K	BFS335373	PARTICIPATION
57	991 Lishan T. M	BFS335374	PARTICIPATION
58	991 Lishith Accamma Ch	BFS335375	PARTICIPATION
59	991 Ponnamma A. M	BFS335383	PARTICIPATION
60	991 Prarthana Cc	BFS335384	PARTICIPATION
61	991 Reema Maimoona	BFS335387	PARTICIPATION
62	991 Reena Vj	BFS335388	PARTICIPATION
63	991 Rithesh R G	BFS335389	PARTICIPATION
64	991 Savina K A	BFS335393	PARTICIPATION
65	991 Shashank A D	BFS335396	PARTICIPATION
66	991 Yathin K K	BFS335407	PARTICIPATION




Annexure – 14

**St Anne's Degree College Virajpet**  
(Affiliated to Mangalore University)

**Department of Commerce**  
*organizes*

**Certificate Distribution Ceremony for**  
**Bajaj Finserv Course**  
On 07/06/2024 at 11:00am  
Venue : Conference Hall

**ALL ARE CORDIALLY INVITED**

The certificate distribution ceremony was held on 07/06/2024 at 11:00am in the college conference hall. Ms Diya Dechamma from final year bcom compered the session followed by welcome address. Course coordinator Mrs Drishya K P gave a brief report about the program and Mrs Trupti Bopanna Principal congratulated and appreciated eligible students and wished them good luck for their future endeavours followed by Mrs Hema B D IQAC coordinator and other faculty members.

## Annexure – 15



## Annexure – 16

### **Certificate Programme in Banking, Finance and Insurance (CPBFI) in collaboration with Bajaj Finance Limited**

Commerce Department had an extra mile to achieve something more than their academic curriculum which has become the need of the hour for every student. St. Anne's degree College was delighted to sign an MOU with Bajaj Finance Limited to conduct a 100-hour Certificate Programme in Banking, Finance and Insurance (CPBFI). This proposal was referred by a faculty member in the department.

The sole objective of the program was to enhance the learner's ability with an assurance that it would contribute to build a better personality which would definitely distinguish them from others especially when it comes to job.

The Certificate Programme in Banking, Finance and Insurance was structured having a strong assessment criterion which includes minimum 75% attendance and minimum 50% score in

online assessment without which a student will not qualify for the certificate. 62 students from the Department of Commerce and Business Administration enrolled for this programme and 29 of them successfully qualified for the certificate. 19 students for HRW Star performance and 18 students for HRW participation certificate.

A Pre-Assessment Quiz was conducted on 27/11/2023 to assess the student's level of awareness about financial service industry before the start of the programme. The program was launched on 29/11/2023 virtually. Thereafter, it was on a blended mode as decided by both the institutes.

On 13/02/2024 all the participants were given a time slot to attend online mock interview with judges appointed by Bajaj Finserv which was an amazing experience for the students. The feedback on student's performance was reported to the course coordinator by the learning partner with all details regarding attendance and performance in examination with regard to all students.

On the whole, all the classes that were held during the 90 hours of teaching- learning were indeed very useful to all students regardless of their future carrier plans.

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## Annexure – 17

**Annexure 4: Template of Appointment Letter for appointing Coordinator for CPBFI**  
(to be printed on PARTNER INSTITUTE letterhead)

Date: 16/10/2023  
To: Dainhyo K.P.  
(Name of the coordinator)  
(Designation of the coordinator) Asst. Prof. Dept. of Commerce

Subject: Your appointment as the official coordinator for the Bajaj Finserv CPBFI Programme

Dear Madam,

I am pleased to inform you that you have been appointed as the official coordinator for conducting Bajaj Finserv's CPBFI Programme in our college. Congratulations!

As official coordinator of the CPBFI programme, you will be responsible for ensuring that the programme is successfully conducted in our college, in accordance with the terms and conditions prescribed in the MOU signed between our institute and Bajaj Finserv Limited and Bajaj Finance Limited. Your specific responsibilities are mentioned in Clause 3(ii) of the said MOU. You will also abide by the other terms of the MOU, specifically those relating to confidentiality of information.

The college will pay you a consolidated amount of Rs. 5000/- (Rupees Five Thousand) for every successful batch of CPBFI, coordinated by you. This amount shall be subject to applicable taxes.

This appointment is valid for the academic year 2023-24, subject to satisfactory performance.

Kindly confirm your acceptance to this appointment by signing this letter.

For: (College name) St. Anne's Degree College Virajpet

Authorized signatory  
(Name and designation) PRINCIPAL  
ST. ANNE'S DEGREE COLLEGE  
(SANTHA ANNAMMA DEGREE COLLEGE)  
MURNAD ROAD, VIRAJPET  
KODAGU DISTRICT, KARNATAKA  
28/10/23

I agree to the terms of this appointment letter. 28/10/23

Coordinator  
(name and signature) Dainhyo K.P.

PRINCIPAL  
ST. ANNE'S DEGREE COLLEGE  
(SANTHA ANNAMMA DEGREE COLLEGE)  
MURNAD ROAD, VIRAJPET  
PHONE : 08274 - 257622