



उदयभाणसिंहजी क्षेत्रीय सहकारी प्रबंध संस्थान Udaybhansinhji Regional Institute of Cooperative Management

(An Institution of National Council for Cooperative Training, New Delhi, An Autonomous Society Promoted by Ministry of Cooperation, Government of India, New Delhi.)



3(26)/DUCB/NP-JKP/24-25

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Date: 05/11/2024

To,
Chairman/Managing Director/General Manager,
Gujarat State Cooperative Bank, Ahmedabad,
All DCCBs, Gujarat,
All UCBs, Gujarat
All UCBs Federation, Gujarat
Gujarat

**Subject: Invitation to apply in "Diploma in Urban Cooperative Banking Management"
(Correspondence Mode) – 16/12/2024 to 07/03/2025**

Dear Sir/Madam,

We are pleased to invite your esteemed bank employees to participate in the "Diploma in Urban Cooperative Banking Management" program, offered by Udaybhansinhji Regional Institute of Cooperative Management. This 12-week diploma, delivered in correspondence mode, will commence on 16th December 2024 and conclude on 7th March 2025. It is designed to provide employees of Urban Cooperative Banks (UCBs) with the skills and knowledge necessary to thrive in today's evolving banking environment.

The programme aims to provide participants with a comprehensive understanding of the regulatory and operational framework governing UCBs, while also fostering analytical, managerial, and ethical competencies. The curriculum has been tailored to address the practical challenges faced by UCBs, with an emphasis on enhancing decision-making, operational efficiency, and customer relationship management.

Key Objectives of the Programme:

- Develop a critical understanding of the regulatory framework and emerging trends in UCBs.
- Strengthen operational and analytical skills to manage UCB operations effectively.
- Cultivate strong ethical principles, emphasizing diligence, punctuality, and professional integrity.
- Enable participants to apply theoretical knowledge to real-world-banking scenarios.

सेक्टर-३०, गांधीनगर-३८२०३० (गुजरात), दूरभाष नं : 079-23260492, 23261715, 23260783, 23262564
Sector-30, Gandhinagar-382 030 (Gujarat), Telephone No.: 079-23260492, 23261715, 23260783, 23262564
E-mail : director@urimanage.org.in, pgdmdirector@urimanage.org.in, Website : www.urimanage.org.in

(सी.पैक, बर्ड, लखनऊ द्वारा मान्यता प्राप्त, Accredited by C-PEC, BIRD, Lucknow)

GSTIN : 24AAEAN3477B1ZU | PAN : AAEAN3477B | TAN : AHMN08616G | I.T. Regd. Under u/s 12AA, u/s 80G

Eligibility Criteria:

- Employees working in GSCB/DCCBs/UCBs (Graduation in any discipline) or those who have passed XII Std. with at least 3 years of experience.
- Officers of the cooperative department.
- Staff of UCBs Federations of the concerned states.
- Private candidates: Graduates in any discipline.
- Age Limit: 40 years (Relaxable by 5 years in deserving cases).

Pedagogy & Structure:

The course employs a participant-centered approach, including self-directed learning through recommended literature and case studies, facilitated discussions, and practical assignments. The contact classes (physical mode) will be held for 6 days, focusing on the 6 key subjects of the course during 10/02/2025 to 15/02/2025 at the institute.

Examinations of 6 subjects stated bellowed will be held in physical mode during 04/03/2025 to 07/03/2025.

Core subjects:

- Environment for Urban Cooperative Banks in India
- Business Operations of Urban Cooperative Banks
- Management of Urban Cooperative Banks
- Funds Management in Urban Cooperative Banks

Elective subjects:

- Information Technology in Banks
- Regulatory Compliance, Risk Management, And Internal Audit/Control In Urban Cooperative Banks

We believe that the skills gained through this 3 months **Diploma in Urban Cooperative Banking Management** programme will not only enhance the operational efficiency of your bank but also contribute to the overall growth and development of the cooperative banking sector.

Last date to apply: 30/11/2024 (Duly filled application form attached along with this letter should reach institute latest by 30/11/2024.)

We encourage you to nominate suitable candidates from your organization to take advantage of this unique opportunity. Kindly find the attached course brochure and enrolment form for further details.

Course Fees:

Course fee: ₹ 10,000.00 + 18 % GST

Total course fee: ₹ 11,800.00

Bank Details for payment of fees:

Account's Name:	DIRECTOR URICM
Account Number:	1455200100002383 (Savings account)
Bank's Name:	Punjab National Bank, Sector 21, Gandhinagar
IFSC Code:	PUNB0145520

We look forward to your positive response and active participation in the programme.

Thanking you.


Director

Enclosures:

1. Application Form

Udaybhansinhji Regional Institute of Cooperative Management
(An Institution of National Council for Cooperative Training, New Delhi,
Autonomous Society promoted by Ministry of Cooperation, Govt. of India, New Delhi)

Diploma in Urban Cooperative Banking Management

(16/12/2024 to 07/03/2025)

Last date to apply: 20/11/2024

APPLICATION FORM

A. Personal Details:

1.	Applicant's Name:	Passport Size Photograph			
2.	Father's/Husband's Name:				
3.	Address:				
4.	Phone No.:				
	Mobile No:				
5.	Birthdate and Birthplace:				
6.	Email Address:				
7.	Category:	General		E.W.S.	
	(Please Tick)	OBC		ST	
		SC			

B. Educational Details:

Degree	Institute/Board	Passing Year	Marks		Percentage
			Total marks	Obtained marks	

C. Experience Details:

Name of Bank and Branch	Designation	From	To	Total Experience

D. Reference:

Name	Designation	Address	Phone no.

E. Declaration:

The details filled as above are true and to the best of my knowledge and understanding. I promise to follow the rules and regulations of the organization.

Place:

Date:

Applicant's Signature

Note: Every applicant has to carry an original and one copy of his/her Aadhaar card and degree certificates.

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