



# HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD

(Regd. Under Societies Registration Act, 1860)

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Ref. No. 6/9-2017 (NSQF)

Dated: 22.12.2017

To

The Principals of Govt. Sr. Sec. Schools.  
where applied skills in Banking and Insurance Services  
introduced under CSS-VSHSE (NSQF)

**Subject: Skilling students in application oriented subjects.**

Please refer to the subject cited above.

NSQF is a programme of National importance with the objective of skilling the nation and the students in particular to equip them for facing challenges in the World of work. Keeping this in view the services of Vocational Teachers positioned in your school are to be fully and fruitfully utilized for skilling the students other than the students who have not taken up the applied skill as a subject. For this course content in some skills already introduced and also to be taught to the students in class VI-VIII has already been developed and shared with the schools.

Now in this regard VTPs concerned have developed a syllabus for Banking and Insurance Services for class VI to VIII students. The teachers appointed to teach Banking and Insurance Services under NSQF should also interact with the students and topics as given in the attachment as a hobby in classes VI to VIII one period for each class in a week.

Please ensure compliance accordingly.

Advisor (NSQF)

for State Project Director

HSSPP, Panchkula

Endst. No. 6/9- 2017 (NSQF)

Dated: 22.12.2017

A copy is forwarded to the following for follow up action and ensuring compliance:-

1. Concerned District Education Officers
2. Concerned District Project Coordinators

Advisor (NSQF)

for State Project Director

HSSPP, Panchkula

CC:

- 1) AM/ SPD
- 2) For internal circulation- Coordinators (NSQF) for monitoring.
- 3) IT Cell for uploading on HSSPP Portals.



शिक्षा का अधिकार



## NSQF HARYANA

### Banking and Insurance Services - Class VI

S. No.	Topic / Module	Content	Skill and Exercise
1.	Life Insurance	<ul style="list-style-type: none"><li>• Introduction</li><li>• Advantages of life Insurance</li><li>• Product of life insurance<ul style="list-style-type: none"><li>➤ Term Insurance</li><li>➤ Whole life</li><li>➤ Endowment</li></ul></li></ul>	<p>Activity Prepare :</p> <ul style="list-style-type: none"><li>• Chart to understand the Product of Life insurance.</li></ul>
2.	General Insurance	<ul style="list-style-type: none"><li>• Introduction</li><li>• Need OF General Insurance</li><li>• Product of General Insurance</li></ul>	<ul style="list-style-type: none"><li>• Prepare chart to understand the Significance of General Insurance</li></ul>
3.	Communication	<ul style="list-style-type: none"><li>• Meaning of Communication</li><li>• Process</li><li>• Type</li></ul>	<ul style="list-style-type: none"><li>• Prepare Chart activity to understand the Significance of Communication.</li></ul>
4.	Business Correspondence	<ul style="list-style-type: none"><li>• Introduction</li><li>• Formal and Informal Communication</li></ul>	<ul style="list-style-type: none"><li>• Prepare Chart activity to understand the Significance of Communication.</li></ul>
5.	Business Correspondence	<ul style="list-style-type: none"><li>• Advantage of Business Correspondence</li><li>• Need</li><li>• Qualities</li></ul>	<ul style="list-style-type: none"><li>• Prepare Chart activity to understand the Significance of Communication.</li></ul>
6.	Life Insurance Sector work	<ul style="list-style-type: none"><li>• Introduction</li><li>• How insurance Sector work</li></ul>	<ul style="list-style-type: none"><li>• Prepare Chart activity to understand the Significance of Communication.</li></ul>

**NSQF HARYANA**  
**Banking and Insurance services - class VIII**

S. No.	Topic / module	content	Skill and exercise
1.	Contract	<ul style="list-style-type: none"> <li>• Introduction:</li> <li>• Types and meaning of contract.</li> <li>• Essentials a valid contract.</li> <li>• Valid and void contract.</li> </ul>	Activity: <ul style="list-style-type: none"> <li>• Prepare chat to understand the types of contract</li> </ul>
2.	Life General	<ul style="list-style-type: none"> <li>• Life insurance meaning &amp; Its significance</li> <li>• Insurable interest</li> <li>• indemnity</li> <li>• subrogation</li> <li>• Contribution</li> </ul>	Activity : <ul style="list-style-type: none"> <li>• Prepare chart to understand the significance of life insurance.</li> </ul>
3.	Plan	<ul style="list-style-type: none"> <li>• Term plan</li> <li>• Whole life insurance plan</li> <li>• Child insurance</li> <li>• Joint life insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Activity prepare chart to understand all the plans.</li> </ul>
4.	Hazard	<ul style="list-style-type: none"> <li>• Physical hazard</li> <li>• Occupational hazard</li> <li>• Moral hazard</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare chart of all the hazards</li> </ul>
5.	Product in general insurance	<ul style="list-style-type: none"> <li>• Fire policy</li> <li>• Burglary policy</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare chart of policies.</li> </ul>
6	Insurance and its types	<ul style="list-style-type: none"> <li>• Health Insurance</li> <li>• Motor insurance</li> <li>• Double insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare chart of types of insurance.</li> </ul>

**NSQF HARYANA**  
**Banking and Insurance Services - Class VII**

S. No.	Topic / Module	Content	Skill and Exercise
1.	Riders	<ul style="list-style-type: none"> <li>• Term Riders.</li> <li>• Critical Riders.</li> </ul>	<u>Activity:</u> <ul style="list-style-type: none"> <li>• Group Discussion</li> </ul>
2.	Under Writing	<ul style="list-style-type: none"> <li>• Under writing process</li> <li>• Methods of under writing</li> </ul>	<u>Activity :</u> <ul style="list-style-type: none"> <li>• Prepare Chart of Methods of under Writing</li> </ul>
3.	Documentation	<ul style="list-style-type: none"> <li>• Document in life insurance</li> <li>• Document in General insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare chart of documents in life Insurance.</li> </ul>
4.	Insurance Sector work	<ul style="list-style-type: none"> <li>• Private companies.</li> <li>• Hierarchy of offices in life insurance inducing various departments</li> </ul>	<ul style="list-style-type: none"> <li>• Group Discussion</li> </ul>
5.	Distribution Channel	<ul style="list-style-type: none"> <li>• Distribution Channel of Life insurance.</li> <li>• Distribution Channel of General Insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare chart of distribution channel</li> </ul>