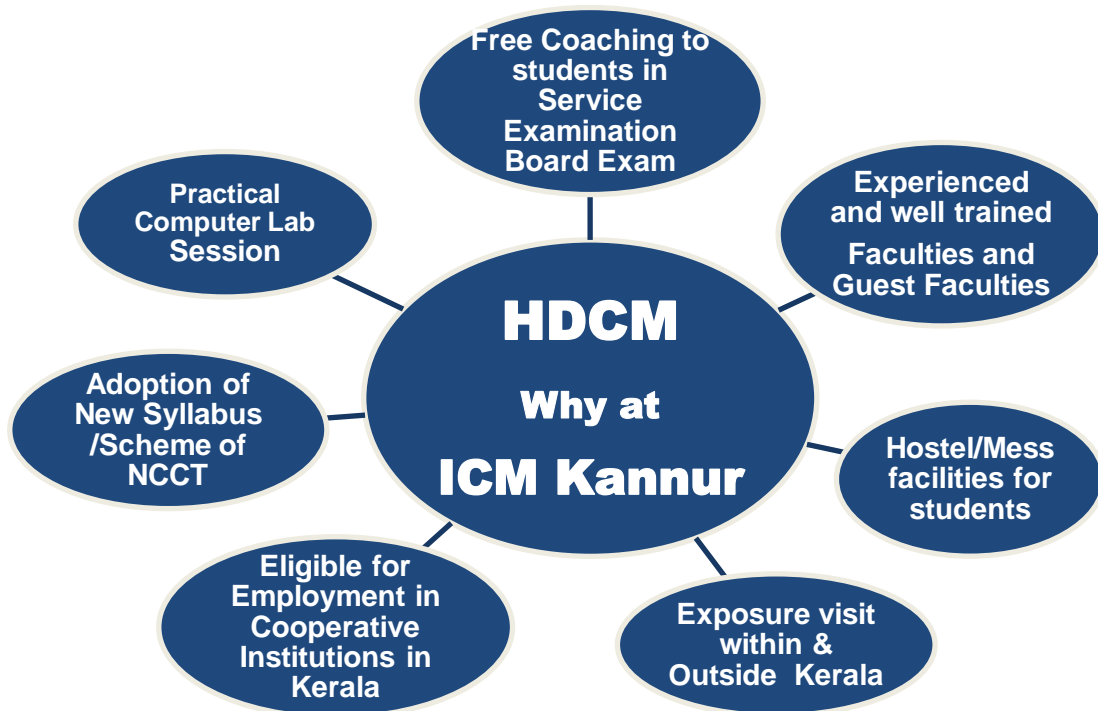


INSTITUTE OF COOPERATIVE MANAGEMENT, KANNUR

HDCM COURSE



INSTITUTE OF COOPERATIVE MANAGEMENT, KANNUR

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

Parassinikadavu, Kannur - 670 563

Ph: 0497-2784002 (O), 2784044 (Director)

Website: www.icmkannur.org, email: kannuricm@gmail.com

HIGHER DIPLOMA IN COOPERATIVE MANAGEMENT (HDCM)

36th Session (2024-25)

PROSPECTUS

About the Institute

The Institute of Cooperative Management, popularly known as ICM, Kannur, is functioning as a unit of the National Council for Cooperative Training (NCCT) New Delhi, an Autonomous Society promoted by Ministry of Cooperation, Government of India. The Institute was established on October 2nd, 1992. The primary objective of ICM is to professionalize the cooperative institutions by way of designing and conducting Management Development Programmes and thereby facilitate the promotion of the cooperative movement in the State. For the last many years, the Institute has been working as a Nodal Agency for Training, Consultancy, and Research for the Cooperatives in the State. In addition, the Institute is serving as a Think Tank to sort out the specific problems of cooperatives. The Institute is located near Parassinikkadavu Bus Stand and Lord Muthappan Temple Parassinikkadavu, which is 22 km from Kannur city and 4 km from Dharmasala Junction.

Facilities

Library : A well-equipped library with nearly 6000 volumes on subjects like Cooperation, Cooperative Law, Banking, Management, Economics, Finance, Marketing and other functional areas of Management. The Library subscribes to 80 journals, both National and Regional, in the areas mentioned above.

Computer Lab : A well-equipped computer lab with nearly 40 systems connected via LAN and Wi-Fi, as well as Internet access, including Smart Class.

Class Room : All the class rooms arranged with latest Teaching Aids.

Mess : Mess facilities provide wholesome food to all participants at quite reasonable rates.

Hostel : Accommodation facility is available for both students and trainees. For students dormitory stay facility is given at a nominal rate.

Faculty Team : ICM Kannur has an eminent team of Faculty from the academic and professional fields. The Faculty team comprises of internal and visiting faculty from many prestigious Management Institutes all over the country and Guest Speakers from various fields. The Faculty at the Institute is individually committed to developing the next generation of business leaders who regularly undergo Professional Development Programme for updation.

Director**Dr.A.K.Zakir Hussain**

MCom, M.Phil, MBA, DBIM, CTFC, ICWA (Int), Phd

Faculty Members**Shri. A.Eswara Moorthy**

MA (Coop.), M.Phil (Coop.), PGDCBM, CTFC

Shri. I.ABHILASH

M.Com, MA (Psy), MBA & UGC NET

Shri. C.V.Vinod Kumar

MA, HDC, SET

PROGRAMME PERSPECTIVE

The dynamic scenario of present-day business makes a lot of demands on academia. To facilitate decision-making as well as planning in the dynamic business context, conceptual knowledge is becoming important.

An admixture of theoretical knowledge with practical solutions has become essential in a context in which organizations are confronting the increasing challenges of competition, hikes in expectations, quality standards, etc. The Cooperative sector, which is considered to be a third force next to the public and private sectors, takes note of the great transformations in the business environment. The need of the hour is to have a paradigm shift in the management style of cooperatives to do business in tune with their co-operative identity.

Keeping these in view, the National Council for Cooperative Training, New Delhi, has redesigned the Higher Diploma in Cooperative Management (HDCM) course with a view to sharpening the analytical and decision-making competence of the managers and potential managers of the cooperative sector.

OBJECTIVES

The programme enables the participants to:

- Understand the conceptual and theoretical background and problems of Cooperative Business Management.
- Better equip them by honing their managerial skills.
- Be proactive in finding solutions for the various business problems

Duration of the Course - One year (52 weeks) - 01/08/2024 to 31/07/2025

Class Timings: (Monday to Friday 10.00a.m. to 5.00p.m.)

CONTENTS OF THE PROGRAMME

<i>First Term</i>	<i>Second Term</i>
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<ol style="list-style-type: none"> 1. Environment for Cooperative in India 2. Cooperative Legislation 3. Cooperative Credit and Banking 4. Non Credit Cooperatives 5. Accounts and Audit 6. Information Technology for Management - I 	<ol style="list-style-type: none"> 7. Cost Accounting & Financial Management 8. Marketing Management 9. Allied Laws 10. Organizational Behaviour and Communication 11. Human Resources Management and Industrial Relations 12. Project Management & Business Development Plan for Cooperatives 13. Information Technology for Management – II 14. Data collection and Project Report
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SALIENT FEATURES OF THE PROGRAMME

Training Methodology

- In order to develop the analytical power and decision-making skills, the classes will be managed by lecture method, case analysis, role-playing, and individual and group exercises.
- Individual and group assignments will be given in order to understand and solve the business complexities.
- With a view to instilling leadership and communication skills, the participants will present seminar papers and participate in debates and group discussions on important topics.

- I. **Recognition** : HDCM is one of the essential qualifications for employment in Cooperatives in Kerala (Section 80 of KCS Act 1969 - Rule 186). Besides, this course is also an essential qualification for being appointed as Inspectors/Auditors in the Departments of Cooperation, Industries & Commerce of the Govt. of Kerala.
- II. **Project Study / Field Placement** : In order to experience the ground realities at the field level, the participants will be placed for one month training in one of the Cooperative Institutions. The participants are expected to prepare a detailed project study on the Institution and present the same for viva-voce.
- III. **Study Visit** : Participants will undertake a one week local study visit and two weeks study visit to successful Cooperatives of Cooperatively developed States (compulsory) at their own expense in order to study and bring home the experiences of the working of Cooperative Institutions outside Kerala.
- IV. **Computer Training** : Recognizing the importance of Information Technology, training on various IT related topics are integral part of the programme.
- V. **Evaluation** : The participants will have to take examination at the end of each semester. 50% the marks are evaluated externally for each paper, while the remaining 50% are evaluated internally through class test, assignments etc.

- VI. **Programme Fee** : The programme fee is **Rs.29500/-**(Rupees twenty nine thousand five hundred only), payable in two equal installments at the beginning of each semester. The trainees will be eligible for train/bus concessions.
- VII. **Eligibility and Selection** : A graduate in any discipline from a recognized university and below the age of 45 years as on 1stJanuary, 2024 can apply. Application forms shall be submitted online through the website of ICM Kannur (www.icmkannur.org). The cost of the application form and prospectus is **Rs.300/-** (Rupees three hundred only) payable online to the bank account given below.

APPLICATION FEE : Rs.300/-

Account holder name : The Director, Institute of Cooperative Management, Kannur

Current A/c No.: 32402034436,

IFS code : SBIN0000822,

Bank : State Bank of India, Kannur Branch.

The selection will be made from the Rank list prepared on the basis of **marks obtained in Graduation**. The last date and time for online submission of the application form will be **26th July 2024 at 5.00pm.**

The applicants are required to produce the ORIGINAL CERTIFICATES at the time of admission. Defects, if any, in the applications will not be permitted to be rectified after its submission. If applications submitted found to be incorrect, the Institution has the right to **reject** your candidature at any time / stage without any notice.

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