



# NATIONAL INSTITUTE OF FOREIGN TRADE

[NIFT - INDIA]

LEARN TO BECOME PROFESSIONAL

INDUSTRIAL VISITS

PROSPECTUS

CRASH COURSE

NATIONAL INSTITUTE OF FOREIGN TRADE

302, 3<sup>rd</sup> Floor, Center Squire, S.V. Road, Andheri – West,  
Near Sangeeta Maternity Hospital,  
Opp. Nadco Shopping Center, Mumbai 400 058.

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# NATIONAL INSTITUTE OF FOREIGN TRADE.

Knowledge Leads To Happiness विद्याददातिविनयं

विद्याददातिविनयंविनयाद्यातिपात्रताम्।  
पात्रत्वाद्धनमाप्नोतिधनाद्धर्मततःसुखम्॥

Knowledge gives discipline, which in turn gives worthiness, which leads to wealth generation, consequently to good deeds and joy.

Finding an Educational Institute is not a big deal, but the million-dollar question is to select best one amongst so many, that can provide complete and quality knowledge and train a person for future changes taking place in the field of foreign trade, International Trade.

There is always shortage of well-trained people in the field of Foreign Trade, International Trade. This is career oriented course gives more in depth knowledge in the area of selecting products and selecting the overseas market, marketing methods, documentation, finance, insurance, shipping, logistics, custom clearance, freight forwarding, importing goods from other countries and foreign exchange regulations for Exports and Imports.

❖ *To Compete Successfully in Global Markets you must be knowing to understand the Needs, Customs, and Cultures of Foreign Buyers.*

We are proud to say that we have trained more than thousands of participants. They are from companies (National and Multi National), Government organisations, college students and some of the participants from foreign countries such as Canada, Australia, Dubai etc are satisfied with our training.

**ADVANCED CERTIFICATE IN INTERNATIONAL TRADE (EXPORT/IMPORT MANAGEMENT)  
(CRASH COURSE)**

**ONLINE LIVE CLASSES & OFFLINE CLASSES IN  
ANDHERI WEST, MUMBAI**

**Course Fee Rs. 29,850/-, including Printed Study Materials, Industrial Visits,  
Course Completion Certificate etc.**

**Please Note : Course Fees Subject To Change Without Notice.  
Fees Non-transferable / Non Refundable At Any Circumstances**

**Venue: Center Squire, S.V.Road, Andheri-West, Mumbai-400058.**

**Please think once about your future!**

## About Us

We take pleasure in introducing ourselves as well established recognised Institute on foreign Trade, laying emphasis on Export Import Documentation, Logistics, Supply Chain Management, International Marketing, Custom Clearance, Freight Forwarding, INCOTERMS 2020, FEMA – 1999, ICC Rules and Regulation, RBI guidelines for Export and Imports etc.

In the present scenario there are better business opportunities and good job offers for trained people in the field of International Trade. These opportunities otherwise are not available to untrained people due to lack of knowledge and awareness.

NIFT- India is well equipped in imparting necessary inputs as stated above on International Trade to those who are interested to become successful Exporters and Importers. **NIFT-India** is guide to aspirants who want to be successful in their career in Foreign Trade / International Trade **SCM** etc.

## Do you know?

How to start Export/Import Business? How to find foreign buyers ? How to get Export Orders? What are the risks involved in Export Business? How to overcome negative thinking in Exports Business? How to send samples? How to prepare Export Documents? How to get certificate of origin? How does letter of credit work? What are the terms of Payment in Export Import Trade? Terms of Delivery in International Business? How to settle dispute in Exports and Imports? How to clear the Documents / Goods from Customs House? What are the Job opportunities in Export – Imports, Shipping – Logistics companies? Incoterms - 2020 etc.

## EXPORT - WHY? WHAT? WHERE? & HOW?

### Why Export?

Exports as also the Imports are essential for the economic development of the country. Whereas exports help country to earn valuable foreign exchange. Earning foreign exchange in turn help us to meet our import requirement mainly Crude, drawing designs Technology and also to take care of our foreign currency borrowings. All the countries do not have all the resources and skills required to produce certain goods and services. Therefore, countries have to depend on one other for meeting their requirements for products and services.

### What is the benefit of import and export?

Both Import and Export bring jobs to the local economy. The benefits of import include giving developing nations a chance to boost their economy, producing higher quality products, and increasing revenue by introducing a new product to a locale.

Governments encourage exports. Exports increase jobs, bring in higher wages, and raise the standard of living for residents. As such, people become happier and more likely to support their national leaders. Exports also increase the foreign exchange reserves held in the nation's central bank.

### What is Export ?

Exports are the goods and services produced in one country and purchased by residents of another country. Exports are one component of international trade. The other being imports.

There is not a single unique product which can be suggested to export from India. In last few years, around many commodities were exported and fetched foreign currency for India. You can export any things i.e. Oil, Gems, precious metals, coins, Vehicles, Machines, engines, pumps, Organic chemicals, Pharmaceuticals, Cereals, Iron, steel, agricultural products, handicraft to name few and services etc.

### Where to Export?

One can select the market based on products and can export anywhere in the world.

You can export to China, United States, UAE, Switzerland, Germany, Hong Kong, Indonesia, South Korea, Malaysia, Singapore, Nigeria, Belgium, Qatar, Japan, Iraq, Kuwait, U.K., Iran, Australia, Venezuela, South Africa and all over the world.



## How to Export?

Please Contact, **NIFT - INDIA** ([www.niftindia.in](http://www.niftindia.in))

## Import – Why? & How?

### Why do we need to import?

There would be several reasons that a country decides to import a product that is not being produced locally. All countries need to import some goods and services to satisfy domestic needs or wants which can be produced more inexpensively or efficiently by other countries, and therefore sold at lower prices.

### Why is importing important?

Imports are important for the development and growth of national economies because not all countries have the resources and skills required to produce certain goods and services. Yet no country today, including the United States, can be totally self-sufficient without suffering a high cost. All countries therefore need to import at least some goods and services for the following reasons:

Goods or services that are either

(a.) Essential to economic well-being

(b.) Highly attractive to consumers but are not available in the domestic market

### How to Import?

Please Contact, **NIFT - INDIA** ([www.niftindia.in](http://www.niftindia.in))

### Unique Features:

Contemporary and latest Curriculum.

Specially designed Comprehensive Study Materials ( updated time to time by our Senior Faculties)

Emphasis on Case Studies Approach.

Faculty for Students to receive clarification / Advice even after completion of Course.

Continuous Learning Process, Student can repeat One Subject, if required after completion of Course for updations.

Industrial Visits ( During The Course)

Jawaharlal Nehru Port Authority - JNPA (JNPT), Container Freight Station - CFS (Industrial visits are subject to getting permission from concern department)

Comfortable Environment in Class Room.

Online live sessions on Zoom Meet.

Convenient Centers for Lecture.

Suitable timing for lectures.

100% Free lifetime Assistance.

The Classrooms are well equipped with LCD , Projector, Screen, Writing Board and excellent seating arrangement.

### Examination Centers at Mumbai & Delhi.

**Eligibility:** Minimum HSC.

**Faculties:** All are the visiting faculties are experts in their own field having rich experience of working in the corporate sector in the field of Export, Import, Shipping, Logistics, Banks, ECGC etc. they have over 25years experience in related fields.

**Venues:** Churchgate –West, Dadar (West) , Andheri (West) &, Thane - West & Online Live Classes.

**Placement:** In the present scenario there are better business opportunities and good job offers for trained people in the field of International Trade (Export – Import, Shipping, Logistics etc.)

NIFT INDIA is committed to assist for getting the Job and starting to Export Import Business for long life



### Opportunities are after completing the Course:

Job Opportunities	Business Opportunities
After Completing the course you can work with any of the Exporter Importer, Logistics & Freight Forwarder Companies, Export promotion houses etc. We the NIFT - INDIA provides 100% free lifetime Placement Assistance.	The Institute (NIFT-India), besides conducting various courses, also specializes in providing consultancy services on Export, Import matters such as avilment of Export benefits including Customs, GST, RODTEP, FEMA 1999, FTP & In house Corporate Training etc. During / after completing the Course Institute (NIFT-India) is providing FREE lifetime Assistance to start the Import Export business.

### Placement Records for Current year.

Sr.	Name of Companies	Sr.	Name of Companies
1.	M/S. WELLKNOWN POLYESTERS LTD	21.	M/S. DAMANI SHIPPING PVT. LTD.
2.	M/S. SAMSARA GROUP	22.	M/S. M LALLUBHAI & COMPANY
3.	M/S. ACULIFE HEALTHCARE Pvt. Ltd	23.	M/S. ASHA & SONS
4.	M/S. SUNRISE NATURALS Pvt. Ltd	24.	M/S. SILARIS INGREDIENTS LLP
5.	M/S. NIPPON EXPRESS Pvt. Ltd	25.	M/S. CONSTROCHEM.
6.	M/S. DEVARSONS INDUSTRIES Pvt. Ltd.	26.	M/S. BHARAT LOGISTICS
7.	M/S. MPRS SHIPPING & LOGISTICS Pvt. Ltd.	27.	M/S. CIPLA LTD.
8.	M/S. AIREX OVERSEAS LLP.	28.	M/S. GLENMARK
9.	M/S. FINMART SERVICES Pvt. Ltd	29.	M/S. CHINTAMANI NIGHT Pvt Ltd
10.	M/S. METCO VENTURES.	30.	M/S. GNH INDIA PHARMACEUTICALS LTD.
11.	M/S. VVF LTD.	31.	M/S. FLOMIC LOGISTICS.
12.	M/S. GLOBOTRANS PROLOGISTIX Pvt Ltd.	32.	M/S. DEXA CARE
13.	M/S. ROBINSONS CARGO AND LOGISTICS.	33.	M/S. BLUE BRIDGE LOGISTICS
14.	M/S. RYDER SHIPPING LINES Pvt Ltd.	34.	M/S. INTER FREIGHT FORWARDERS PVT. LTD
15.	M/S. BHAVNA COLOURANTS LLP.	35.	M/S. TRISHULENT
16.	M/S. SWADEEP EXPORT Pvt Ltd.	36.	M/S. LINC
17.	M/S. BATLIBOI IMPEX LTD.	37.	M/S. LILADHAR PASOO
18.	M/S. MEGACHEM PRODUCT	38.	M/S. NEOSOFT PVT. LTD
19.	M/S. MUSKAN GROUP.	39.	M/S. OSWAL UDHYOG
20.	M/S. IMAGEPROVISION TECHNOLOGY.	40.	M/S. X-PRESS FEEDERS

Institute (NIFT India) organise Campus Recruitment also.  
Providing free guidance for CV building and Interview Preparation.

## Advanced Certificate in International Trade (Export/Import Management)

### About Course:

This course is outlined for those in pursuit of better employment opportunities or want to start own Export-Import business. The objective of this course is to acquaint the participants with Practical knowledge, which would help them to become export- import executives or to start their own Export-Import business.

Finding an Educational Institute is not a big deal, but the million-dollar question is to select best one amongst so many, that can provide complete and quality knowledge and train a person for future changes taking place in the field of International Trade.

There is always shortage of well-trained people in the field of International Trade. This Career / Business oriented course gives more in depth knowledge in the area of selecting the Products, selecting the Foreign Markets, International Marketing Methods, Export – Import Documentations, Export Finance, Export Costing, Customs Clearance, Foreign Trade Policy, Importing Goods, FEMA 1999, INCOTERMs etc.

<b>Paper - 01. International Marketing:</b>	
Basic of International Marketing. International Marketing Philosophies. Difference between selling and marketing. Domestic Sales & International Sales. Reasons and benefits of Exports, and for entering International Markets. International Marketing Management Process. EPRG orientation. Concept of International Business Environment. International Market – Segmentation, Targeting & Positioning. International Marketing Entry Decisions, and Channels of Distributions. International Product Life Cycle Concept, Product and Service for Exports from India and Abroad. Packaging, Labeling & Branding. Pricing Process, Price Quotation, Transfer Pricing. Export Agency Agreements.	H.S of Nomenclature & EAN barcode. International Advertising – Adaptation vs Standardization. Service meaning & its marketing: Social, Ethical, Environmental issues in International Marketing. International Market Research Process. Marketing Mix – 4P's of Marketing. Push and Pull Theory. WTO, Trade Blocs, Trade Barriers, Balance of Trade and Balance of Payment, and India's position. Government regulations affecting International Marketing. Government Organisations helping Exporters. Online Tools, Sites and Sources of Information - An International Marketer must know (DGFT, ice gate, Ministry of Commerce etc.)
<b>Organizational Behavior Management:</b> Definition, Its nature and scope. Functions of Management- Planning, staffing and organization. Leading and directing, Control and Evaluation. The Human Resource Management: Its management and Development. New insights into human resource management. Motivation: Morale and productivity Relieving stress at work place.	
<b>Paper - 02. Exports Finance, Banking, Pricing Costing, Exchange Regulations.</b>	
<b>EXPORT PRICING:</b> Costs Concepts: Fixed, Marginal and Variable Costs. Export Pricing, Break Even Analysis. Cost Sheet for Exports, including Freight and Insurance. International Commercial Terms (INCOTERMS 2010 & 2020). Problems on export Pricing. <b>EXPORT FINANCE:</b> Pre-shipment and Post Shipment Finance. Export Finance in Foreign Currency. Scrutiny of Export Letter of Credit and Negotiation of documents under LC. Discrepant documents. <b>EXPORT CREDIT AND GUARANTEE CORPORATION (ECGC)</b>	<b>DEFERRED PAYMENT EXPORTS:</b> Suppliers Credit / Buyers Credit. Project exports. EXIM BANK, Its role and functions. <b>FACTORING AND FORFEITING</b> <b>FEMA 1999:</b> Introduction to FEMA, Authorized Dealers. Current account and Capital account Transaction. Rupee convertibility on Current/ Capital account. FEMA provisions regarding Exports, EEFC and Diamond Dollar Accounts. Foreign Currency accounts for Residents and Non Residents. <b>FEDAI</b> FEDAI Role Functions Rules <b>DERIVATIVES, HEDGING, OPTIONS ETC</b>
<b>Paper - 03. Exports Procedures and Documentations.</b>	
<b>DEFINITION:</b> Definition of Export and Import. Understanding an Export Transaction. Preliminaries of starting Export Import Business.	<b>PROCEDURE FOR STARTING FOREIGN TRADE ACTIVITY:</b> (Preliminary to start Export-Import Business) Setting of an export organisation. Categories and types of Exports. Online procedure for obtaining IEC and RCMC.

<p><b>EXCHANGE RATE MECHANISM:</b>  Role of banks in Foreign Trade Transaction.  Basic Concepts.  Outward and Inward remittances in Foreign Exchange.  Buying and Selling of Foreign Exchange.  Different types of foreign currency rates.  NOSTRO, VOSTRO and LORO accounts.  Identifying and sourcing of the Buyers in the international market.  Negotiation with the foreign prospective foreign Buyer.</p>	<p>Forex / FTP policy provision regarding samples and Gifts.  Export Order, its scrutiny, processing and execution.  Payment Terms.  Various methods of settlement of export/ Import transaction.  Documents on collection and Letter of Credit, including understand of UCPDC.</p> <p><b>DOCUMENTATION.</b>  Complete export documents, including principal, auxiliary and regulatory documents.  Importance of various export documents.  Export Documents and GST.</p>
<p><b>Paper - 04. IMPORTS MANAGEMENT:</b>  Imports procedures &amp; documentations, Customs Clearance &amp; Freight Forwarding.</p>	
<p><b>Imports procedures &amp; documentations;</b></p> <ul style="list-style-type: none"> <li>• Need for Imports.</li> <li>• Definition and Meaning of Imports.</li> <li>• Indian Customs Act. 1962.</li> <li>• Customs Tariff Act,</li> <li>• Customs Duties.</li> <li>• Method for calculation of customs duty.</li> </ul> <p>How to read Import Export Policy and Procedures?  • Duty Exemption/ Remission Schemes.  GST: Main Provisions for Imports / Exports.</p> <p><b>Types of Imports;</b></p> <ul style="list-style-type: none"> <li>• Project Imports</li> <li>• Import of Technology &amp; Drawings and Designs.</li> <li>• Import of Samples / Gifts.</li> <li>• Imports for Personal Use &amp; Baggage Rules.</li> <li>• Imports through Post and Courier.</li> </ul>	<p><b>Role of Customs and Regulations regarding imports</b></p> <ul style="list-style-type: none"> <li>• Procedures for Imports:</li> <li>• Filing of Bill of Entry.</li> <li>• Valuation and Assessment of Goods for Payment of Customs Duty.</li> </ul> <p><b>Customs Clearance of Import Goods</b></p> <ul style="list-style-type: none"> <li>• Clearance of Cargo at the time of imports.</li> </ul> <p><b>Import Finance.</b></p> <ul style="list-style-type: none"> <li>• Direct Imports.</li> <li>• Opening of Import Letter of Credit.</li> <li>• External Commercial Borrowings.</li> <li>• Buyers Credit / Trade Credit.</li> </ul> <p><b>FEMA provision regarding Imports.</b></p> <ul style="list-style-type: none"> <li>• Retirement of Import documents under an LC or otherwise on collection.</li> </ul>
<p><b>Paper -05. Foreign Trade Policy (Government Rules &amp; Regulations)</b></p>	
<p>Preamble Legal Frame work.  Various definitions. Govt. objective under Foreign Trade Policy.  Structure of Import Policy.  ITC (HS) classification of Imports.  General policy provisions regarding Imports and exports. Promotional Measures.</p>	<p>Duty exemption / Remission Scheme. EPCG scheme.  SEZ, 100% EOU's, EHTP, STP, SEZ, FTZ etc.  Deemed Exports.  Export Promotion Schemes ( MEIS) .  Duty Drawback Scheme .  General provisions related to exports &amp; imports  Current Foreign Trade Policy.</p>
<p><b>Paper -06. Foreign Trade Logistics &amp; Cargo Insurance</b></p>	
<p>Logistics Introduction to global logistics.  Different modes of shipments. Different modes of operation of shipping.  Different modes of transport. Multi modal transport system. Chartering practice.  Conference system. Containerization FCL / LCL, CFS, ICD.  Third party logistic service providers. CHA, FFA, C&amp;FA, Ship operating agent, NVOCC.  Introduction to port operation, harbor facility, terminal facility, VTMS.  Customs bonded warehouses. 3PL, 4PL, Freight (types and application), freight consolidation.</p>	<p>Introduction to custom procedure (logistics).  Documentation (logistics).  INCOTERM 2020, Selection of INCOTERM.  Application of information technology in logistics.  Cargo Insurance Introduction to need and importance of marine insurance.  Basic principles of insurance applicable to cargo clause A, B &amp; C. Ocean, air and inland transit clause.  Insurance premiums. Insurance claim procedures, documentation and time limit.</p>



## INDUSTRIAL VISITS:

**J.N.P.A. (Jawaharlal Nehru Port Authority ) – JNPT,  
Photos of previous batch.**



**CFS, (Container Freight Station Photos of previous batch.**





## INDUSTRIAL VISITS:

### ECGC (EXPORT CREDIT GUARANTEE CORPORATION) PHOTOS OF PREVIOUS BATCH.



### FIEO (FEDERATION OF INDIAN EXPORTS ORGANIZATION) PHOTOS OF PREVIOUS BATCH.

### I.I.P (INDIAN INSTITUTE OF PACKAGING), PHOTOS OF PREVIOUS BATCH.





## INDUSTRIAL VISITS:

### CERTIFICATE DISTRIBUTION & APPRECIATION PHOTOS OF PREVIOUS BATCH.



### CAREER COUNSELING SEMINARS





After completing the course, Course Completion Certificate issued by “NIFT - INDIA” based on 75% attendance and those who wish to appear for Final Exam, Exams are conducted by The Chamber of Commerce and Industry. Those who want to appear for the exams after paying Examination Fee to The Chamber of Commerce and Industry. After passing Certificate and Marks – Sheet issued by The Chamber of Commerce and Industry.

## **FAQ:**

**Q. Hello, I am from other city, I am not staying in Mumbai, I am planning to start Export-Import Business, and can I come to Mumbai and complete the course within 35 to 40 days?**

Ans. Yes, please contact National Institute of Foreign Trade (NIFT). Institute arranges specialized batches with product specializations for those who want to start Export-Import Business

**Q. I am a college student. can I join your NIFT Courses and complete both simultaneously, ie Diploma Course form your Institute and Graduation from College?**

Ans. Yes, you can do both courses simultaneously. After graduation you will get the job or you can start Export-Import Business.

**Q. Whether Institute (National Institute of Foreign Trade) assists in setting up the Export – Import Business after completing the Course?**

Ans. Yes,

**Q. I am working in an export company, whether Institute is providing placement assistance during the course.**

Ans. Yes, normally Institute assisting after passing, but you have experience, institute will assist during the course.

**Q. What are job opportunities after completing the Course?**

This one is a career oriented course especially in the field of Foreign Trade, Shipping and Logistics. After completing the course vast job and or business opportunities are available for an individual.

**Q. National Institute of Foreign Trade Providing Study Materials?**

Yes .Our study material is designed, developed and periodically updated by the learned faculty on regular basis. Whenever any amendments, notifications changes are brought in by the regulatory authorities, these are updated so that the trainees get the latest update.

**Q. if I missed any lectures / subjects or I did not understand particular topics, can I attend same topics in other batches?**

Ans. Yes, any reasons (personal / official) you missed the lecture, you can attend the same lectures in other batches / venues, not only attend the missed lectures, after attending all the subjects / lectures, if you have doubts in one subject, you can repeat one subject (within one year after completing the course) without any cost, with prior approval from Institute.

**Q. After 2 to 3 Years of Course Completion Does NIFT INDIA Provides Job?**

Ans. Yes, NIFT INDIA Provides 100% Free lifetime Placements Assistance whenever you required in your Present or Future.

**Q. If currently I am working in the company and in future planning to start Import/Export Business so NIFT INDIA will assist for starting Import/Export Business?**

Ans. Yes, NIFT INDIA Provides 100% Free lifetime Assistance whenever you required in your Present or Future.

## CLASS ROOM TRAINING & CAREER COUNSELING PROGRAM



## VISIT TO CFS



**NATIONAL INSTITUTE OF FOREIGN TRADE**  
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