COMPREHENSIVE EDUCATIONAL COURSE

EXPORT, IMPORT &
INTERNATIONAL BUSINESS

A Complete Professional Training Program

3 Months	30 Sessions	60 Hours	Sat & Sun
Duration	Total Classes	Total Learning	Schedule

2 Hours per Session | Every Saturday & Sunday

Designed for: Entrepreneurs | Manufacturers | Traders | Students | Professionals

From Basics to Global Trade Mastery — In Plain Language

ABOUT THIS COURSE

This comprehensive 3-month weekend program is designed to take you from the fundamentals of international trade to the practical expertise needed to run or support a successful Export-Import business. Delivered entirely in simple, accessible language, this course bridges the gap between theoretical knowledge and real-world application.

Every concept — from filing a Shipping Bill to understanding a Letter of Credit — is taught with practical examples, case studies, and hands-on field assignments that will have you engaging with actual trade agencies during the course.

3 Months	**30 Sessions**	**60 Hours**	**8 Modules**	**6 Assignments**
Duration	Total Classes	Contact Hours	Course Content	Field Work

Course Overview

This program covers all key pillars of international trade — from registrations and documentation to shipping, customs, finance, risk management, and trade policy. It is structured as a step-by-step journey, progressively building your knowledge and confidence over 15 weekends.

Who Is This Course For?

- People who want to start a new export/import enterprise
- Manufacturers seeking to sell products globally
- Entrepreneurs planning to diversify their business overseas
- Merchants who want to import goods and expand their business
- Export organisations looking to improve employee knowledge
- Individuals wishing to enter an international trade career
- Management students preparing for interviews in global trade
- Professionals in banking, logistics, or commerce seeking specialisation

What You Will Learn

By the end of this course, you will be able to:

- Set up and register an export-import business in India
- Identify markets, select products, and source international buyers
- Understand and apply Incoterms 2020 in real trade transactions
- Prepare and verify all export and import documents correctly
- Manage export finance, letters of credit, and banking formalities
- Navigate customs clearance procedures — both export and import
- Apply Foreign Trade Policy provisions including EPCG, SEZ, and EOU
- Arrange shipping, logistics, cargo insurance, and freight planning
- Manage risks using PESTEL analysis and the Five Pillar Strategy

- Position your product competitively in international markets

Course Delivery Format

Schedule	Every Saturday and Sunday — 2 hours per session
Duration	3 Months — 15 Weekends — 30 Sessions — 60 Contact Hours
Language	English (with practical explanations in everyday language)
Assignments	6 compulsory field study assignments (DGFT, ECGC, CHA, Bank, Insurance)
Assessment	Month-end reviews (Sessions 9, 20) + Final Exam & Project Presentation (Session 30)

MASTER SCHEDULE — 3-MONTH PLAN

The course runs over 15 consecutive weekends (Saturday + Sunday), totaling 30 sessions of 2 hours each. The table below maps every session to its week, topic, and duration.

Session	Date (Week)	Topic	Duration
1	Wk 1 – Sat	Course Orientation & Overview | Why Export/Import? | Importance of International Trade	2 hrs
2	Wk 1 – Sun	Definitions of Export & Import | Understanding an Export Transaction | Types of Exporters	2 hrs
3	Wk 2 – Sat	Setting Up an Export-Import Business | Business Structure & Registration | PAN, IEC Application	2 hrs
4	Wk 2 – Sun	DGFT – Online IEC & RCMC Registration | Export Promotion Councils | Practical Assignment #1	2 hrs
5	Wk 3 – Sat	Product Selection & Market Research | PESTEL Analysis for Export | HS Codes & ITC Classification	2 hrs
6	Wk 3 – Sun	Identifying International Buyers | B2B Platforms | Trade Fairs | Samples & Gifts – Forex/FTP Policy	2 hrs
7	Wk 4 – Sat	Exchange Rate Mechanism | Role of Banks in Foreign Trade | NOSTRO, VOSTRO & LORO Accounts	2 hrs
8	Wk 4 – Sun	Payment Terms in International Trade | Incoterms 2020 – Introduction & Selection | Practical Assignment #2	2 hrs
9	Wk 5 – Sat	Month 1 Review & Assessment | Case Studies | Q&A Session	2 hrs
10	Wk 5 – Sun	Export Order – Scrutiny, Processing & Execution | Negotiation with Foreign Buyers	2 hrs
11	Wk 6 – Sat	Export Documentation – Principal Documents | Commercial Invoice | Packing List | Certificate of Origin	2 hrs
12	Wk 6 – Sun	Auxiliary & Regulatory Documents | Bill of Lading | Airway Bill | Shipping Bill | GST & Exports	2 hrs
13	Wk 7 – Sat	Letter of Credit (LC) – Types & Mechanism | UCPDC Guidelines | Documents Under LC	2 hrs
14	Wk 7 – Sun	Documents on Collection | Discrepant Documents | Negotiation of LC Documents | Practical Assignment #3	2 hrs
15	Wk 8 – Sat	Export Costing – Fixed, Marginal & Variable Costs | Break-Even Analysis | Export Price Sheet	2 hrs
16	Wk 8 – Sun	Incoterms 2020 – Detailed Study of all 11 Terms | Problems on Export Pricing	2 hrs
17	Wk 9 – Sat	Export Finance – Pre-Shipment Finance | Packing Credit | Working Capital for Exports	2 hrs
18	Wk 9 – Sun	Post-Shipment Finance | ECGC – Export Credit Guarantee | Practical Assignment #4 (Visit ECGC)	2 hrs
19	Wk 10 – Sat	Customs Clearance for Exports | Shipping Bill Filing Online | Role of CHA (Customs House Agent)	2 hrs

Session	Date (Week)	Topic	Duration
20	Wk 10 – Sun	FEMA – Introduction & Key Provisions | Authorized Dealers | EEFC Accounts | Month 2 Assessment	2 hrs
21	Wk 11 – Sat	Import Management – Need & Definitions | Import Policy | How to Read ITC-HS Classification	2 hrs
22	Wk 11 – Sun	Import Procedures – Import Finance | Opening an Import LC | External Commercial Borrowings	2 hrs
23	Wk 12 – Sat	Customs Act 1962 & Customs Tariff Act | Bill of Entry Filing | Cargo Clearance at Import	2 hrs
24	Wk 12 – Sun	Customs Duty – Valuation, Assessment & Calculation | Duty Exemption & Remission Schemes | GST on Imports | Practical Assignment #5	2 hrs
25	Wk 13 – Sat	Foreign Trade Policy – Legal Framework | EPCG Scheme | SEZ, EOU, EHTP, STP | Deemed Exports	2 hrs
26	Wk 13 – Sun	Shipping & Logistics – Modes of Shipment | Containerization FCL/LCL | CFS & ICD | Chartering	2 hrs
27	Wk 14 – Sat	3PL Service Providers | Port Operations | Freight Types | IT in Logistics | VTMS | Bonded Warehouses	2 hrs
28	Wk 14 – Sun	Cargo Insurance – Marine Insurance Principles | Clauses A, B & C | Claims Procedure | Practical Assignment #6	2 hrs
29	Wk 15 – Sat	Risk Management in EXIM – PESTEL Impact | Five Pillar Strategy | Price Positioning in Global Markets	2 hrs
30	Wk 15 – Sun	Final Assessment | Project Presentations | Career Opportunities in EXIM, Shipping & Logistics | Certification	2 hrs

Month 1 (Weeks 1–5) Sessions 1–10: Foundations of Trade Registration, Market Research, Exchange Rates, Incoterms Intro	**Month 2 (Weeks 6–10)** Sessions 11–20: Documentation & Finance Export Docs, LC, Costing, ECGC, Customs, FEMA	**Month 3 (Weeks 11–15)** Sessions 21–30: Advanced & Applied Imports, FTP, Logistics, Insurance, Risk & Final Exam

DETAILED COURSE MODULES

The course content is organised into 8 core modules. Each module builds on the previous, ensuring a smooth and cumulative learning experience.

MODULE 1	Foundations of Export-Import Business	Month 1 — Weeks 1–2 Sessions 1–4

Session 1 — Course Orientation & Introduction to International Trade

This opening session sets the context for the entire course, establishing why international trade is critical for economic development.

- Welcome, course overview, assessment structure, and field assignment briefing
- Why Export? Why Import? — National and individual business perspective
- How exports earn foreign exchange and fund national imports
- How countries depend on each other — the concept of comparative advantage
- Overview of India's foreign trade — key sectors and trading partners
- Career opportunities in EXIM, Shipping, Logistics, Banking, and Customs

Session 2 — Definitions, Transaction Lifecycle & Types of Exporters

- Definition of Export and Import under Indian law and FEMA
- Step-by-step lifecycle of an export transaction — from inquiry to payment receipt
- Categories and types of exporters: Merchant Exporters, Manufacturer Exporters, Status Holders
- Understanding an import transaction — from purchase order to goods receipt
- Key players in international trade: Exporter, Importer, Bank, CHA, Freight Forwarder, Insurance Company

Session 3 — Setting Up Your Export-Import Business

- Choosing an appropriate business structure: Sole Proprietorship, Partnership, LLP, Pvt Ltd
- Business name, logo, email, and brand identity considerations
- Opening a Current Account with a bank authorised for forex transactions
- Applying for PAN with Income Tax authorities
- Registration under local authorities (e.g., Shops & Establishments Act)
- Understanding FTP (Foreign Trade Policy) and checking product exportability
- Collecting, organising, and labelling samples | Cataloguing products

Session 4 — DGFT Registrations, RCMC & Practical Assignment #1

- What is DGFT (Directorate General of Foreign Trade) and its role
- Step-by-step online procedure for obtaining IEC (Import Export Code)
- What is RCMC (Registration cum Membership Certificate)?
- Identifying the correct Export Promotion Council for your product
- Online RCMC application and compliance requirements

PRACTICAL ASSIGNMENT #1: Students must visit the nearest DGFT regional office, meet with an officer, collect prescribed forms, and prepare a written report on the IEC registration process.

MODULE 2	Market Research, Product Selection & Buyer Identification	Month 1 — Weeks 2–3 Sessions 5–6

Session 5 — Product Selection, Market Research & PESTEL Analysis

- How to identify the right product for export — demand, competition, margins
- HS Code system — what it is and how to use ITC-HS classification
- Checking export/import policy for your product (Free, Restricted, Prohibited, Canalised)
- PESTEL Analysis — Political, Economic, Social, Technological, Environmental, Legal factors
- How PESTEL affects product positioning and market selection
- Market research tools: TradeMap, Zauba, Export Genius, Government sources

Session 6 — Identifying Buyers, B2B Platforms & Samples Policy

- How to find international buyers — B2B platforms: irasha.in, Alibaba, IndiaMART, TradeIndia, Global Sources
- Trade fairs and exhibitions as buyer discovery channels
- Government resources: Trade Commissioner Offices, ITPO, EPC buyer directories
- Writing an effective introductory business communication to overseas buyers
- Forex/FTP policy provisions regarding export of samples and gifts without payment
- Negotiation with prospective foreign buyers — terms, price, samples

MODULE 3	Exchange Rates, Payment Terms & Incoterms 2020	Month 1 — Weeks 4–5 Sessions 7–10

Session 7 — Exchange Rate Mechanism & Role of Banks

- Role of banks in facilitating foreign trade transactions
- Outward and inward remittances in foreign exchange
- Buying rate vs. Selling rate of foreign exchange
- Types of foreign currency rates: TT Rate, Bill Rate, Card Rate, Cross Rate
- NOSTRO, VOSTRO, and LORO accounts — definitions and practical usage
- FEDAI and its guidelines for exchange rate management

Session 8 — Payment Terms, Incoterms 2020 Introduction & Practical Assignment #2

- Various methods of settlement: Advance Payment, Open Account, Documents on Collection, Letter of Credit
- Risk comparison across payment methods from exporter's and importer's perspective
- Introduction to Incoterms 2020 — what they are and why they matter
- Overview of all 11 Incoterms: EXW, FCA, CPT, CIP, DAP, DPU, DDP, FAS, FOB, CFR, CIF
- How to select the appropriate Incoterm for your shipment

PRACTICAL ASSIGNMENT #2: Students must visit the EXIM department of a scheduled bank, interview an officer on LC procedures and foreign exchange transactions, and submit a written report.

Session 9 — Month 1 Review, Case Studies & Assessment

- Comprehensive review of all Month 1 topics
- Live case study: Complete lifecycle of a sample export deal
- Group Q&A — resolving doubts and clarifying concepts
- Written assessment — Month 1 (30 minutes)
- Review of Practical Assignment #1 submissions

Session 10 — Export Order: Scrutiny, Processing & Execution

- What constitutes a valid Export Order?
- Key elements to scrutinise in an Export Order: Payment terms, packing specs, delivery deadline
- Processing the Export Order: Internal approvals, production planning, vendor coordination
- Entering into a formal Export Contract — key clauses
- Dispute resolution mechanisms in international trade: ICC Arbitration, Mediation

MODULE 4	Export Documentation	Month 2 — Weeks 6–7 Sessions 11–14

Session 11 — Principal Export Documents

A complete understanding of commercial export documentation is essential for error-free shipments and swift payment collection.

- Commercial Invoice — contents, purpose, and preparation
- Packing List — net and gross weight, carton dimensions, marks and numbers
- Certificate of Origin — types, issuing authorities, Form A (GSP), ASEAN CoO
- Inspection Certificate — mandatory and voluntary inspections, Inspection Agencies
- Bill of Lading — types (Straight, Order, Negotiable), Seaway Bill
- Airway Bill — structure and differences from Bill of Lading

Session 12 — Auxiliary Documents, Regulatory Documents & GST

- Shipping Bill — types: Free Shipping Bill, Dutiable, DEPB, Drawback
- Let Export Order — role of Customs in authorising export
- ARE-1 form for central excise-cleared goods
- GST and Exports — Zero-rated exports, IGST refund mechanism, LUT/Bond
- Import-Export Documentation: Interlink between all documents and their workflow
- Common documentation errors and how to avoid them

Session 13 — Letter of Credit — Mechanics, Types & UCPDC

- What is a Letter of Credit (LC) and why it is the safest payment mode
- Parties to an LC: Applicant, Issuing Bank, Advising Bank, Confirming Bank, Beneficiary
- Types of LC: Revocable, Irrevocable, Confirmed, Standby, Transferable, Back-to-Back
- Introduction to UCPDC (Uniform Customs and Practice for Documentary Credits — UCP 600)
- Scrutinising an LC — key fields to verify before accepting
- Timeline of an LC transaction — step by step

Session 14 — Documents Under LC, Discrepancies & Practical Assignment #3

- Documents typically required under an LC: Invoice, B/L, Packing List, Insurance, CoO, Inspection Cert
- Documents on Collection — D/A (Documents against Acceptance) and D/P (Documents against Payment)
- What are discrepant documents? Common discrepancies and their consequences
- Negotiation of documents under LC — Reserve Negotiation vs. Clean Negotiation
- Realisation of export proceeds — RBI reporting requirements (EDPMS)

PRACTICAL ASSIGNMENT #3: Students must obtain a sample LC from a bank's EXIM department and perform a scrutiny exercise identifying at least 5 key fields, then submit findings in writing.

MODULE 5	Export Costing, Finance & FEMA	Month 2 — Weeks 8–10 Sessions 15–20

Session 15 — Export Costing & Break-Even Analysis

- Cost concepts in export: Fixed Costs, Variable Costs, Marginal Costs
- How to prepare a complete Export Cost Sheet
- Break-Even Analysis — minimum export price calculation
- Including freight, insurance, customs duties, and commissions in cost
- Sensitivity analysis — impact of exchange rate and freight rate fluctuations

Session 16 — Incoterms 2020 Deep Dive & Export Pricing Problems

- Detailed study of all 11 Incoterms: responsibilities, risk transfer points, cost allocation
- Practical problems — converting EXW price to FOB, CFR, and CIF
- When to use which Incoterm — strategic considerations for exporters and importers
- Recent changes in Incoterms 2020 vs. 2010 — DPU replacing DAT
- Classroom exercise — full export costing problem with Incoterm selection

Session 17 — Pre-Shipment Export Finance

- What is pre-shipment finance and why exporters need it
- Packing Credit (PC) — rupee packing credit: eligibility, security, and documentation
- Export Packing Credit in Foreign Currency (PCFC)
- Working capital cycle for exporters — how banks assess export orders
- RBI guidelines on pre-shipment export credit — period and interest rates

Session 18 — Post-Shipment Finance, ECGC & Practical Assignment #4

- Post-shipment credit — types: FDBD, FDB, export bills purchased/discounted
- Export Credit in Foreign Currency (PSFC) — post-shipment
- ECGC — Export Credit Guarantee Corporation of India
- ECGC schemes: Standard Policy, Small Exporter Policy, Buyer-wise Policy
- How to file an ECGC claim — procedure and documentation
- Deferred Payment Exports: Suppliers Credit and Buyers Credit
- Project Exports — special procedures
- EXIM Bank — role, functions, and schemes
- Factoring and Forfaiting — as alternatives to traditional export finance

PRACTICAL ASSIGNMENT #4: Students must visit the nearest ECGC office, collect policy brochures and claim forms, and prepare a 2-page report on how an exporter can protect against buyer default.

Session 19 — Customs Clearance for Exports & Role of CHA

- Online procedure for filing Shipping Bill — ICEGATE portal
- Types of Shipping Bills — drawback, DEPB, free, dutiable
- Examination of goods by Customs — RMS (Risk Management System) and manual examination
- Let Export Order — significance and process
- Role of Customs House Agent (CHA): licensing, responsibilities, and selection criteria
- Export Finance and Banking: Exchange Control Regulations (FEMA)

Session 20 — FEMA Provisions, Exchange Rate Derivatives & Month 2 Assessment

- Introduction to FEMA (Foreign Exchange Management Act) — key definitions

- Authorised Dealers (AD) — categories and their roles
- Current Account vs. Capital Account transactions under FEMA
- FEMA provisions specific to exporters: GR/SDF forms, EEFC accounts, Diamond Dollar Accounts
- Rupee convertibility — current and capital account
- Hedging tools: Forward Contracts, Options, Currency Futures, Swaps
- FEDAI guidelines on exchange rate management

Month 2 Written Assessment (30 minutes) — Modules 4 & 5 content

MODULE 6	Import Management & Customs	Month 3 — Weeks 11–12 Sessions 21–24

Session 21 — Import Management: Definitions, Policy & ITC-HS

Imports are as essential to trade management as exports. This module covers the complete import cycle from policy reading to goods clearance.

- Definition and meaning of Imports under Indian trade law
- Why nations import: resource gaps, technology, raw materials, finished goods
- How to read and interpret the Import Export Policy (Foreign Trade Policy)
- ITC-HS Classification of imports — reading the Schedule 1 (Import Policy)
- General policy provisions: Free, Restricted, Canalised, Prohibited goods
- Current Import Policy provisions and their business implications

Session 22 — Import Procedures & Import Finance

- Step-by-step import procedure — from purchase order to delivery
- Import finance options: Import LC, Buyers Credit, Trade Credit, External Commercial Borrowings (ECBs)
- Opening an Import Letter of Credit — process and bank requirements
- Retirement of Import documents under LC or on Collection (D/P & D/A)
- FEMA provisions regarding imports — remittances, permissions, and reporting
- Direct Imports — when and how importers can bypass LCs

Session 23 — Customs Act 1962, Bill of Entry & Cargo Clearance

- Indian Customs Act 1962 — structure and key provisions
- Customs Tariff Act — Basic Customs Duty (BCD), IGST, and other levies
- Bill of Entry — types: Into Bond (Warehousing), Ex-Bond, Home Consumption
- Online filing of Bill of Entry on ICEGATE — step-by-step
- Customs examination of imported goods — Green Channel vs. Red Channel
- Clearance of cargo: Release Order, Out of Customs Charge

Session 24 — Customs Duty Calculation, GST on Imports & Practical Assignment #5

- Valuation of imported goods — Customs Valuation Rules and Transaction Value method
- Method for calculation of total customs duty: BCD + SWS + IGST + Compensation Cess
- Duty Exemption Schemes: Advance Authorisation, DFIA
- Duty Remission Schemes: Drawback, MEIS/RoDTEP
- Import of Technology, Drawings, and Designs — special procedure
- Import of Samples/Gifts — limits and conditions
- Imports for personal use and Baggage Rules
- Imports through Post and Courier — simplified procedure
- GST on Imports — IGST, credit mechanism, and refund

PRACTICAL ASSIGNMENT #5: Students must visit a CHA's office, obtain a sample Bill of Entry, compute the total customs duty payable on a hypothetical shipment, and submit a calculation sheet.

MODULE 7	Foreign Trade Policy & Logistics	Month 3 — Weeks 13–14 Sessions 25–28

Session 25 — Foreign Trade Policy: Framework, Schemes & Special Zones

- Legal framework of Foreign Trade Policy (FTP) — FTDR Act, 1992
- Government objectives under FTP — export promotion, foreign exchange earning
- Promotional measures and incentive schemes under current FTP
- EPCG Scheme (Export Promotion Capital Goods) — eligibility, benefits, and obligations
- Special Economic Zones (SEZ) — concept, benefits, and procedure to set up
- 100% Export Oriented Units (EOUs) — eligibility, benefits, and compliance
- EHTP, STP, FTZ — sector-specific export zones
- Deemed Exports — who qualifies and how to claim benefits
- Status Holders — One Star, Two Star... Five Star Export House

Session 26 — Shipping & Logistics: Modes, Containerisation & CFS/ICD

- Introduction to global logistics — key concepts and stakeholders
- Different modes of shipment: Sea freight, Air freight, Road, Rail, Multimodal
- Modes of operation of shipping: Liner vs. Charter
- Containerisation — FCL (Full Container Load) and LCL (Less than Container Load)
- Container Freight Station (CFS) and Inland Container Depot (ICD) — functions and procedures
- Chartering practice — Voyage Charter, Time Charter, Bareboat Charter
- Conference system in shipping — freight conferences and their role

Session 27 — 3PL Providers, Port Operations, Freight & IT in Logistics

- Third Party Logistics (3PL) Service Providers — role in modern supply chain
- Key logistics agents: CHA, Freight Forwarder (FFA), C&FA, Ship Operating Agent, NVOCC
- Port operations — harbour facilities, terminal facilities, VTMS (Vessel Traffic Management System)
- Customs Bonded Warehouses — concept, procedure, and benefits
- Types of freight: Ocean Freight, Air Freight, Inland freight — how they are calculated
- Freight consolidation — LCL groupage and its advantages
- Application of Information Technology in logistics: Track and Trace, EDI, Port Community Systems

Session 28 — Cargo Insurance & Practical Assignment #6

- Need and importance of marine cargo insurance in international trade
- Basic principles of insurance applicable to cargo: Insurable interest, Utmost good faith, Indemnity
- Institute Cargo Clauses — Clause A (All Risks), Clause B, Clause C
- Ocean transit clause, Air transit clause, Inland transit clause
- War Risks and Strike Clause — additional covers
- How to calculate insurance premium — CIF + 10% standard loading
- Insurance claim procedure — surveyor appointment, claim documentation, and time limits

PRACTICAL ASSIGNMENT #6: Students must visit a General Insurance Company's marine department, collect a sample cargo policy (Clause A), understand the claims process, and prepare a report.

MODULE 8	Risk Management, Strategy & Final Assessment	Month 3 — Week 15 Sessions 29–30

Session 29 — Risk Management, Five Pillar Strategy & Price Positioning

Risks in EXIM Business

- Commercial Risk — buyer default, insolvency, order cancellation
- Country Risk — political instability, war, sanctions, government actions
- Currency/Exchange Rate Risk — appreciation/depreciation of currencies
- Logistics Risk — transit loss, damage, delay, piracy
- Documentation Risk — incorrect documents leading to payment failure
- Regulatory Risk — change in import/export policy mid-transaction

Strategies to Mitigate Risk

- ECGC insurance for commercial and political risk
- Using LCs instead of open account for high-risk buyers
- Forward contracts and options for forex risk hedging
- Thorough due diligence on international buyers — credit reports, references
- Comprehensive marine insurance coverage for cargo

Five Pillar Strategy for Export Success

  - Pillar 1: Market Selection — right geography, demand validation, regulatory environment
  - Pillar 2: Channel — direct export, agent, distributor, or e-commerce
  - Pillar 3: Product — adaptation, labelling, certification, and compliance
  - Pillar 4: Branding & Marketing — international brand positioning, digital presence
  - Pillar 5: Organisation Structure — internal team, outsourcing vs. in-house

Price Positioning in International Markets

- Why price positioning is critical in global markets
- Factors affecting international price: freight, duty, competitor pricing, currency, margins
- How to compute a competitive CIF price for target markets
- Overall Strategy — Goals & Aspirations | Where to Play | How to Win | Required Capabilities

Session 30 — Final Assessment, Project Presentations & Career Guidance

- Final written examination — comprehensive coverage of all 8 modules (60 minutes)
- Student project presentations — 5-minute pitch on a real/hypothetical export product
- Review of all 6 Practical Assignments and field study learnings
- Career pathways in EXIM: Customs Broker, Freight Forwarder, Trade Finance Officer, Export Manager, Logistics Analyst, Trade Compliance Manager
- Job opportunities in Export, Import, Shipping, and Logistics companies
- Government career paths: DGFT, Customs, ECGC, EXIM Bank
- Entrepreneurship: Building your own trading business — next steps
- Certificate distribution and course closing

PRACTICAL FIELD ASSIGNMENTS

A distinctive feature of this course is the compulsory field study program. These six assignments require students to interact with actual trade agencies, banks, and service providers. This bridges classroom learning with real-world practice and is essential for genuine understanding.

#	Agency / Location	Assignment Objective	Deliverable
1	**DGFT Regional Office**	Understand the IEC registration process; meet with an officer; collect prescribed forms	Written report (min. 1 page) + copies of forms collected
2	**Scheduled Bank — EXIM Dept.**	Interview EXIM officer on LC procedure and forex transactions; understand a sample LC	Written report (min. 1 page) + sample LC analysis
3	**Bank EXIM Dept. / Online**	Obtain a sample LC; perform scrutiny exercise identifying 5+ key fields; spot potential discrepancies	Annotated LC copy + scrutiny report
4	**ECGC Office**	Understand ECGC policy types and claim process; learn how exporters protect against buyer default	2-page report + collected policy brochures
5	**CHA Office / Port**	Obtain a sample Bill of Entry; calculate total customs duty on a hypothetical shipment	Completed duty calculation sheet + report
6	**General Insurance Company**	Visit marine dept.; collect sample Clause A cargo policy; understand claims documentation and process	Report on claim procedure + sample policy documents

ASSESSMENT & EVALUATION FRAMEWORK

Component	Marks	When
Month 1 Written Assessment	20 marks	Session 9
Month 2 Written Assessment	20 marks	Session 20
Practical Field Assignments (6 x 5 marks)	30 marks	Ongoing
Final Written Examination	30 marks	Session 30 (60 min)
Project Presentation	20 marks	Session 30
Class Participation & Attendance in webinars etc	Bonus (pass/fail threshold)	Continuous
TOTAL	**100 marks**	

Passing Score: Minimum 50% aggregate. Certificate of Completion awarded to all students clearing the minimum threshold. Merit Certificates for students scoring 75% and above.

KEY TOPICS AT A GLANCE

Export-Side Topics	Finance, Policy & Risk Topics
IEC — Import Export Code	ECGC Insurance Schemes
RCMC — Membership Certificate	Packing Credit (Pre-shipment)
Incoterms 2020 (all 11 terms)	Post-Shipment Finance
Letter of Credit (LC)	Export Costing & Pricing
UCPDC — UCP 600	Customs Duty Calculation
Shipping Bill	EPCG Scheme
Bill of Entry	SEZ / EOU / FTZ
Bill of Lading / Airway Bill	Containerisation FCL/LCL
Certificate of Origin	Marine Insurance Clauses
FEMA & Authorized Dealers	PESTEL & Five Pillar Strategy

A NOTE FROM THE COURSE DESIGNER

International trade is not just about buying and selling across borders — it is a profession that demands knowledge of law, finance, logistics, documentation, risk management, and strategy. This course has been designed to give you all of these skills in a single, structured program.

The combination of classroom instruction, real-world case studies, and mandatory field assignments ensures that by the end of three months, you do not just know the theory — you have experienced the process. You will have walked into a DGFT office, sat across from a bank's EXIM officer, held a real Bill of Entry, and analysed a Letter of Credit.

That experience is what will make you genuinely job-ready, entrepreneur-ready, and trade-ready.

— Course Faculty: UDAY D

Export, Import & International Business Program

EXPORT • IMPORT • INTERNATIONAL BUSINESS | 3 Months • 30 Sessions • 60 Hours • India's Complete Trade Course