

B.S.W. IST SEMESTER

Sr. No.	Title of the subject	Marks
BSW-111	English	50
BSW-112	Ideologies and Introduction to Social Work	50
BSW-113	Introduction to Field Work Practices in Social Work	50
BSW-114	Social Case Work	50
BSW- 115	Sociology for Social Workers	50
BSW-116	Field Work	50

B.S.W. IInd SEMESTER

BSW-121	Integrated Social Work Practices	50
BSW-122	Human Rights	50
BSW-123	Indian Social Problem	50
BSW-124	Social Group Work	50
BSW-125	Human Growth and Behavior	50
BSW-126	Field Work	50

B.S.W. IIIrd SEMESTER.

BSW-231	English	50
BSW-232	Introduction to Local Self Government	50
BSW-233	Introduction to Indian Constitution	50
BSW-234	Economy and Co-operation.	50
BSW-235	Social Work with Community	50
BSW-236	Field Work	50

B.S.W. IVth SEMESTER

BSW-241	Introduction to Tribal Life in India	50
BSW-242	Introduction to Social Work Research	50
BSW-243	Fields of Social Work	50
BSW-244	Social Reform Movement in India	50
BSW-245	Introduction to Women Studies	50
BSW-246	Field Work.	50

B.S.W. Vth SEMESTER.

BSW-351	English	50
BSW-352	Participatory Approaches in Social Work	50
BSW-353	Social Legislation in India.	50
BSW-354	Social Welfare Administration.	50
BSW-355	Counseling in Social Work	50
BSW-356	Field Work	50

B.S.W. VIth SEMESTER.

BSW-361	Social Action- Method of Social Work	50
BSW-362	Social Policies in India	50
BSW-363	Community Health and Personal Hygiene	50
BSW-364	Communication for Development	50
BSW-365	Social Welfare Agencies	50
BSW-366	Field Work	50
BSW-367	Research Dissertation	50
BSW-368	Viva- Voce	50

North Maharashtra University, Jalgaon
Structure of the B.S.W. Course
The Structure of the B.S.W. of six semester Three year degree course
(Bachelor of Social Work) 80:20 pattern

Ist SEMESTER

Subject Paper	Maximum marks
1. English	50
2. Basic Social Work Theory papers 4x50 marks	200
3. Field work (Internal Assessment)	50

IInd SEMESER

1. Basic Theory papers 5x50 marks	250
2. Field work (Internal Assessment)	50

IIIrd SEMESTER

1. English	50
2. Basic Social work Theory papers 4x50 marks	200
3. Field work (Internal Assessment)	50

IVth SEMESTER

1. Basic Social work theory papers 5x50marks	250
2. Field work (Internal Assessment)	50

Vth SEMESTER

1. English	50
2. Basic Social work theory papers 4x50marks	200
3. Field work (Internal Assessment)	50

VIth SEMESTER

1. Basic Social work theory papers 5x50marks	250
2. Field work (Internal Assessment)	50
3. Research dissertation (External)	50
4. Viva-Voce (External)	50

GRAND TOTAL

1900 MARKS

WRITTEN THEORY SUBJECTS :

There shall be 30 written theory subjects (including English subject of 50 marks in Ist semester, IIIrd semester, Vth semester respectively.) In each semester of B.S.W. course semester wise examination for each theory paper of 40 marks will be conducted by the university at the end of each semester and 10marks mid term examination will be conducted by the concerned college in each semester of B.S.W. course for six semesters The students who have failed in any subject of the semester may appear for university examination to be held in the semester.

FIELD- WORK (Internal Assessment)

- 1) No grace marks shall be allowed for passing in field work.
- 2) The field work of each student shall be supervised by the faculty supervisor who will have weekly individuals conference and monthly group conference related to filed work every students.
- 3) Field work will be evaluated internally by the college in each semester and the marks obtained by the students shall be sent to the university before the commencement of respective examination. Field work shall be done at the recognized social work agencies and the community setting.
- 4) The duration of field work shall be minimum 15 (fifteen) clock hours spread over two days in a week.
- 5) The students who fail in field work shall have to repeat the same process in the subsequent academic semester. The performance of the student will be assessed on the basis of fresh field work done and record maintained by the students as a regular student.
- 6) Field work records shall include field work journals, files, attendance sheets and time diary.
- 7) All the field work records shall be retained by the college for a period of minimum three years from records shall be the college for a period of minimum three years from the date of university examination.
- 8) The field work for BSW Degree course in each semester shall comprise of the following components.

9) Evaluation Criteria

Analytical Ability:

- To understand the agency, History, Philosophy, Objectives and the Structure.
- To understand the agency's objectives services/programmes in response to problem education
- To understand one's own tasks in relation to cover all objectives and goods.
- To understand the socio-economic culture profile or the larval groups.
- To identify the causative factors of the problem situation - affecting various target groups.
- To develop skills to relate theory in to practice.

Problem Solving Skills:

- To understands and utilises various tools of fact finding.
- To establish working relationships.
- To begins partials the problem and utilise appropriate methods of problem salving.
- To develop begining ability to use simple office procedures, and to participate in agency meetings and conferences.
- To develop begining ability to function as a team member.
- To learns to maintain time sheet and organise workload.
- To uses recording as a too for learning.
- To develop intervention skii.

Professional Development:

- To shows responsibility in relation to role in the agency.
- To indicates regularity in submitting recordings and atending supervisory conference.
- To begins to show self-awareness as a learner and sensitivity to the client system.

Use of Field Instruction:

- To utilises field instruction appropriatly.
- To tasks guidance from the field instructor.
- To accepts positive and negative comments about self.
- To takes responsibility for learning.
- To participates in individual and group conference.
- To develop ability to move from simple to complex tasks.
- To develop professional self.

Ist Semester	Marks Allotted
1) Observational visit to welfare Agencies	25
2) Paper presentation (On social issue)	10
3) Individuals Conference & Group Conference	05
4) Record Keeping / Writing Skills	10
	<hr/> 50
 IInd semester	
1) Village Camp	25
2) Group Discussion	10
3) Individuals Conference & Group Conference	05
4) Record keeping / Writing Skills	10
	<hr/> 50
 IIIrd semester	
1) Concurrent field work (School settings/ Govt. & Non govt. Institution)	25
2) Class room seminar	10
3) Individuals Conference & Group Conference	05
4) Record keeping Writing Skills	10
	<hr/> 50
 IVth semester	
1) Concurrent field work (School settings/ Govt. & Non govt. Institution)	25
2) Special awareness campaign	10
3) Individuals Conference & Group Conference	05
4) Record keeping / Writing Skills	10
	<hr/> 50
 Vth Semester	
1) Concurrent field work (community Setting)	25
2) Class room seminar or web site review on social issues	10
3) Individuals Conference & Group Conference	05
4) Record keeping / Writing Skills	10
	<hr/> 50

VIth Semester

1) Concurrent field work (Community Setting)	25
2) Study tour	10
3) Individuals Conference & Group Conference	05
4) Record keeping / Writing Skills	10
	<hr/>
	50
5) Viva voce external on research dissertation	50
6) Research dissertation	50

RESEARCH DISSERTATION

- 1) Students of Vth semester are required to select an appropriate topic for their research dissertation and complete the same in the VIth semester. It shall be submitted to the university before commencement of VIth semester Examination and it must be signed by the concerned research guide and principal of the college.
- 2) The Viva-Voce on Research dissertation will be evaluated for 50 marks.
- 3) The research report must be type written and well bound

Field Work Assessment (Internal)

The marks obtained by the students in Field work (Internal) shall be sent to the university before the respective examination.

Viva Voce (External)

There shall be a viva-voce (external) of 50 marks at the end of VIth semester on Research dissertation

Head of passing

The following shall be separate head of passing

1) Written Theory papers	20 marks
2) Field work	25 marks
3) Research dissertation	25 marks
4) Viva-voce	25 marks

Failure in any one of the head shall be considered failure at the B.S.W. course.

Rules pertaining to conduct of examination and standard of passing

- 1) The mid term examination of each semester will be conducted by the college
- 2) Mid term examination shall be of 40 marks and converted in to 10 marks
- 3) The examination of each semester will be held by the university. The examination papers will be set by the panel of paper setters appointed by the university and answer books will be assessed externally. The question paper will be set on the syllabus of concerned subjects of 40 marks and written examination will be of 2(two) hours duration.

B.S.W. 1st SEMESTER

Sr.No.	Title of the subject	Marks
BSW-111	English	50
BSW-112	Ideologies and Introduction of Social Work	50
BSW-113	Introduction to field Work Practice in Social Work	50
BSW-114	Social Case Work	50
BSW-115	Sociology for Social Worker	50
BSW-116	Field Work	50

B.S.W. IInd SEMESTER

BSW-121	Integrated Social Work Practices	50
BSW-122	Human Rights	50
BSW-123	Indian Social Problem	50
BSW-124	Social Group Work	50
BSW-125	Human Growth and Behavior	50
BSW-126	Field Work	50

B.S.W. IIIrd SEMESTER.

BSW-231	English	50
BSW-232	Introduction to Local Self Government	50
BSW-233	Introduction to Indian Constitution	50
BSW-234	Economy and Co-operation.	50
BSW-235	Social Work with Community	50
BSW-236	Field Work	50

B.S.W. IVth SEMESTER

BSW-241	Introduction to Tribal Life in India	50
BSW-242	Introduction to Social Work Research	50
BSW-243	Fields of Social Work	50
BSW-244	Social Reform Movement in India	50
BSW-245	Introduction to Women Studies	50
BSW-246	Field Work.	50

B.S.W. Vth SEMESTER.

BSW-351	English	50
BSW-352	Participatory Approaches in Social Work	50
BSW-353	Social Legislation In India.	50
BSW-354	Social Welfare Administration.	50
BSW-355	Counseling in Social Work	50
BSW-356	Field Work	50

B.S.W. VIth SEMESTER.

BSW-361	Social Action- Method of Social Work	50
BSW-362	Social Policies in India	50
BSW-363	Community Health and Personal Hygiene	50
BSW-364	Communication for Development	50
BSW-365	Social Welfare Agencies	50
BSW-366	Field Work	50
BSW-367	Research Dissertation	50
BSW-368	Viva- Voce	50

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NORTH MAHARASHTRA UNIVERSITY, JALGAON

Faculty of Humanities

SYLLABUS STRUCTURE OF BSW: BACHELOR OF SOCIAL WORK

(Syllabus for Semester and Credit Pattern)

SEMESTER- I & II (60:40) PATTERN

Revised Rules and Regulations

W.E.F 2017-18

Bachelor of Social Work (BSW) Programme
(Semester Pattern 60:40)
(Introduce from the academic Session 2017-18)
Programme Structure and Course Details

- ❖ **Introduction:** The Bachelor of Social Work (BSW) programme shall be of three years duration degree course. The programme shall be extended over six semesters. The aim of BSW programme is to train students and personnel to work as a change agent at grass root level and also contribute up to policy level. It is a recognized qualification for professional positions, in Governmental, industrial and voluntary sector organizations. This degree equips a student with knowledge, skills and attitude required to field of social work.
- ❖ **Eligibility:** - A student should have passed Higher secondary examination (10+2) =12th or equivalent certificate course from Art, Commerce, Science and MCVC discipline.
- ❖ **Medium of Instruction :-** Medium of Instruction shall be Marathi and English
- ❖ **Objectives :-**
 - Students will demonstrate theoretical knowledge supported by empirical evidence for understanding behavior across the life span of multiple client systems and their interactions.
 - Students will demonstrate the knowledge, values, and skills to be critical consumers of research for effective practice and to possess basic skills to evaluate their practice.
 - Students will demonstrate the ability to apply the knowledge, values, and skills of generalist social work practice necessary for initial professional social work practice with systems of all sizes and across client populations. Students are prepared to demonstrate mastery of the six foundation social work roles: advocate, broker, community change agent, counselor, mediator, and researcher.
 - Students will demonstrate knowledge necessary to understand the development of social services and the skills to analyze, formulate, and influence social policy.
 - Students will demonstrate the knowledge, values, and skills necessary for understanding forms and mechanisms of oppression and discrimination and apply strategies of advocacy and social change that advance social and economic justice.
 - Students will demonstrate knowledge and values to understand and appreciate human differences both as a source of strength and a basis for discrimination; students will practice without discrimination and with respect, knowledge, and skills related to clients' age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation.
 - Students will demonstrate the ability to practice according to the value base of the profession and its ethical standards and principles.
 - Students will apply critical thinking skills within the context of professional social work practice.
 - Students will demonstrate the ability to use communication skills differentially across client populations, colleagues, and communities.
 - Students will demonstrate the ability to effectively use supervision and consultation appropriate to social work practice
 - Students will demonstrate the ability to function within the structure of agency, organization, and service delivery systems and seek necessary organizational change.
 - Students will demonstrate the ability to integrate field experiences that offer the opportunity to engage in supervised practice, begin to apply knowledge, values, and skills necessary for effective social work practice, use supervision and consultation appropriate to social work practice with systems of all sizes, function within the structure of organizations and service delivery systems, and seek necessary organizational change. Students will demonstrate mastery of the six foundation social work roles: advocate, broker, community change agent, counselor, mediator, and researcher.
 - Students will demonstrate the ability to understand and interpret both the history of the profession, and professional socialization and the social welfare system, as part of the context for their practice.



Syllabus structure of B.S.W Course

Ist -SEMESTER FIRST YEAR

SUBJECT CODE	TITLE	SUGGESTED CLOCK HOURS	MARKS ALLOTTED
BSW-111	ENGLISH	40 HOURS	100
BSW-112	IDEOLOGY AND INTRODUCTION TO SOCIAL WORK	40 HOURS	100
BSW-113	WORKING WITH INDIVIDUAL AND FAMILY	40 HOURS	100
BSW-114	FIELDS OF SOCIAL WORK	40 HOURS	100
BSW-115	SOCIOLOGY FOR SOCIAL WORKER	40 HOURS	100
BSW-116	FIELD WORK	144 HOURS	100

IInd - SEMESTER

SUBJECT CODE	TITLE	SUGGESTED CLOCK /HOURS	MARKS ALLOTTED
BSW-121	EMERGING TRENDS IN SOCIAL WORK	40 HOURS	100
BSW-122	HUMAN RIGHTS	40 HOURS	100
BSW-123	INDIAN SOCIAL PROBLEMS	40 HOURS	100
BSW-124	WORKING WITH GROUP	40 HOURS	100
BSW-125	HUMAN GROWTH AND BEHAVIOR	40 HOURS	100
BSW-126	FIELD WORK	144 HOURS	100

IIIrd - SEMESTER SECOND YEAR (S.Y.B.S.W)

SUBJECT CODE	TITLE	SUGGESTED CLOCK HOURS	MARKS ALLOTTED
BSW-231	ENGLISH	40 HOURS	100
BSW-232	INTRODUCTION TO SOCIAL LEGISLATION	40 HOURS	100
BSW-233	INTRODUCION TO INDIAN CONSTITUTION	40 HOURS	100
BSW-234	INTRODUCION TO INDIAN ECONOMY AND CO-OPERATION	40 HOURS	100
BSW-235	WORKING WITH COMMUNITIES	40 HOURS	100
BSW-236	FIELD WORK	144 HOURS	100

IVth - SEMESTER

SUBJECT CODE	TITLE	SUGGESTED CLOCK HOURS	MARKS ALLOTTED
BSW-241	INTRODUCTION TO TRIBAL LIFE	40 HOURS	100
BSW-242	INTRODUCTION TO SOCIAL WORK RESEARCH	40 HOURS	100
BSW-243	INTRODUCION TO LOCAL SELF GOVERNMENT	40 HOURS	100
BSW-244	SOCIAL REFORM MOVEMENTS IN INDIA	40 HOURS	100
BSW-245	INTRODUCTION TO WOMEN STUDIES	40 HOURS	100
BSW-246	FIELD WORK	144 HOURS	100

Vth - SEMESTER THIRD YEAR (T.Y.B.S.W)

SUBJECT CODE	TITLE	SUGGESTED CLOCK HOURS	MARKS ALLOTTED
BSW-351	ENGLISH	40 HOURS	100
BSW-352	PARTICIPATORY APPROACHES IN SOCIAL WORK	40 HOURS	100
BSW-353	PARA-LEGAL EDUCATION	40 HOURS	100
BSW-354	SOCIAL WELFARE ADMINISTRATION	40 HOURS	100
BSW-355	COUNSELLING IN SOCIAL WORK	40 HOURS	100
BSW-356	FIELD WORK	144 HOURS	100

VIth - SEMESTER

SUBJECT CODE	TITLE	SUGGESTED CLOCK HOURS	MARKS ALLOTTED
BSW-361	LIFE AND SOFT SKILL EDUCATION FOR SOCIAL WORKER	40 HOURS	100
BSW-362	SOCIAL POLICY AND PLANNING IN INDIA	40 HOURS	100
BSW-363	HEALTH SYSTEM IN INDIA	40 HOURS	100
BSW-364	COMMUNICATION FOR DEVELOPMENT	40 HOURS	100
BSW-365	DEVELOPMENT OF WEAKER SECTION	40 HOURS	100
BSW-366	FIELD WORK	144 HOURS	100
BSW-367	RESEARCH DISSERTATION	½ HOURS PER STUDENT PER WEEK	100
BSW-368	VIVA VOCE		50

NORTH MAHARASHTRA UNIVERSITY, JALGAON
STRUCTURE OF THE BACHELOR OF SOCIAL WORK COURSE (Six Semester)
 THREE YEAR DEGREE COURSE
 (60:40 PATTERN)

Ist - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	English	100
02	Basic Social Work Theory Papers 4× 100 Marks	400
03	Field work (Internal Assessment)	100

IInd - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	Basic Social Work Theory Papers 5× 100 Marks	500
02	Field work (Internal Assessment)	100

IIIrd - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	English	100
02	Basic Social Work Theory Papers 4 ×100 Marks	400
03	Field work (Internal Assessment)	100

IVth - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	Basic Social Work Theory Papers 5× 100 Marks	500
02	Field work (Internal Assessment)	100

Vth - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	English	100
02	Basic Social Work Theory Papers 4× 100 Marks	400
03	Field work (Internal Assessment)	100

VIth - SEMESTER

SR.NO	SUBJECT	MAXIMUM MARKS
01	Basic Social Work Theory Papers 5× 100 Marks	500
02	Field work (Internal Assessment)	100
03	Research Dissertation (External of 60+ Internal of 40 Marks)	100
04	Vivo Voce (External)	50

Grand Total of Six Semester	3750Marks
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❖ STRUCTURE OF FIELD WORK (60:40 PATTERN)	
Ist SEMESTER (BSW-116)	
Contents	Max. Marks
1) Observational Visits to welfare Agencies-10Visits (20marks attendance +10 marks presentation)	30
2) Seminar on social issues	20
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100
IInd – SEMESTER (BSW-126)	
Contents	Max. Marks
1) Village Camp (20marks attendance +10 marks presentation)	30
2) Group Discussion	20
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100
IIIrd – SEMESTER (BSW-236)	
Contents	Max. Marks
1) Concurrent Field work (Social Case Work and Group work)	30
2) Seminar on Field work Task	20
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100
IVth – SEMESTER (BSW-246)	
Contents	Max. Marks
1) Concurrent Field work (Social Case Work and Group work)	30
2) Study Tour (20marks attendance +10 marks presentation)	20
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100
Vth – SEMESTER (BSW-356)	
Contents	Max. Marks
1) Concurrent Field work (Community Organization)	30
2) Class Room Seminar or Web Site Review on social issues	10
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100
VIth – SEMESTER (BSW-366)	
Contents	Max. Marks
1) Concurrent Field work (Community Organization)	30
2) Special Awareness Campaign	20
3) Individual Conference & Group Conference	10
4) Recording Keeping /Writing Skills	20
5) Viva-Voce on Field work	20

	100

Grand Total of Six Semester (Field Work)		600 Marks
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Research Dissertation

Contents

- ❖ Research Dissertation
- ❖ Viva-Voce on Research Dissertation (External)

Max. Marks

100

50

150

❖ **Course Description:**

This Degree Course (150 credits) is spread over six semesters in three years including five papers of 100 marks each (4 credits) in each semester. For each paper, there will be End of Semester Examination (E.S.E.) for 40 marks and that was based on internal examination. 100 marks for field work in each semester. Concurrent field work Special workshops, Structured Experience Laboratory, Field Work Orientation, Individual & Group Conference, films and visits will be organized as part of the course. Each student is required to complete supervised Research dissertation (with viva voce) as part of this course.

❖ **Structure of the B.S.W Course (Semester with 60:40 Pattern)**

Semester-I

(One Credit to each 25 marks)

	Marks	Credit
1. Theory Papers- Total five theory paper for 100 marks each 60 marks External assessment+40 marks internal assessment On the basis of 2 written test of 20 marks each	500	20
2. Field work- field work in the semester-I consist of Orientation visit to various welfare agencies, Seminar on social issues, individual conference, Group conference. Record keeping etc and viva-voce. Field work shall be of 12 hours per week	100	04

Semester-II

	Marks	Credit
1. Theory Papers- Total five theory paper for 100 marks each 60 marks External assessment+40 marks internal assessment On the basis of 2 written test of 20 marks each.	500	20
2. Field work- field work in the semester-II consist of Village camp, Group discussion on social issues, Individual conference, group conference. Record keeping etc and viva-voce. Field work shall be of 12 hours per week	100	04

Semester-III

	Marks	Credit
1. Theory Papers- Total five theory paper for 100 marks each 60 marks External assessment+40 marks internal assessment On the basis of 2 written test of 20 marks each	500	20
2. Field work- field work in the semester-III consist of Concurrent field work, seminar on field work task Individual conference, group conference. Record Keeping etc and viva-voce. Field work shall be of 12 hours per week	100	04

Semester-IV

	Marks	Credit
1. Theory Papers- Total five theory paper for 100 marks each 60 marks External assessment+40 marks internal assessment On the basis of 2 written test of 20 marks each	500	20
2. Field work- field work in the semester-IV consist of Concurrent field work, Study tour, Individual conference, Group conference. Record keeping etc and viva-voce. Field work shall be of 12 hours per week	100	04

Semester-V

	Marks	Credit
1. Theory Papers- Total five theory paper for 100 marks each 60 marks External assessment+40 marks internal assessment On the basis of 2 written test of 20 marks each .	500	20

2. **Field work-** field work in the semester-V consist of
 Concurrent field work, class room seminar on website review
 Or social issues, Individual conference Group conference.
 Record keeping etc and viva-voce. Field work shall be of
 12 hours per week

100 04

Semester-VI

- | | Marks | Credit |
|---|-------|--------|
| 1. Theory Papers- Total five theory paper for 100 marks each
60 marks External assessment+40 marks internal assessment
On the basis of 2 written test of 20 marks each. | 500 | 20 |
| 2. Field work- field work in the semester-VI consist of
Concurrent field work, Special awareness campaign
On social issues, Individual conference Group conference.
Record keeping & viva- voce etc. Field work shall be of
12 hours per week. | 100 | 04 |
| 3. Research Dissertation - Every students shall select a suitable
Topic for conducting a short term research representing an field
of social work practice, fields of social work, or various
Government schemes and submits in a well typed prepared
Dissertation Report duly signed by the concerned Research
Guide and the Principal before one month of the concerned
Examination. The project Report shall be assessed internally
by guide and externally by the examiner appointed by the
University.(60:40 Pattern) | 100 | 04 |
| 4. Viva- Voce- The viva-voce in the six semester shall
be conducted by the external examiner appointed by
the university . Viva- voce shall be based on Research
dissertation and field work. | 50 | 02 |
| Grand Total | 3750 | 150 |

❖ **Pattern & Grading System**

A. Features of CGPA System

- Bachelor degree courses namely BSW would be of 150 credits for whole Degree course. Each 25 marks carry one credit.
- One credit for the theory course shall be of the 1 clock hours (Each course being taught in the semester will be of 3 credits) that is each course will be of 50 minutes.
- 6 credits shall be awarded to the Research project course, which will commence after completion of VIth semester. Research report will be submitted during VIth semester. The marks and the credit will be allotted in VIth semester.
- For Field work 4 credits per semester should be allotted. That is total field work is of 24 credit.
- For Viva –Voce (External) carry 2 credits sixth semester should be allotted. That is total field work is of 36 credit

B. Grades

1. Marks for each course would be converted to grades as shown in Table1
2. **Table1: Conversion of marks to grades in credit system. Grade will be awarded as per the**

Marks obtained	Grade	Grade Point	Grade Remark
80.00 and above	O	10	Outstanding
75.00 -79.99	A	09	Excellent
70.00-74.99	B	08	Very Good
60.00 -69.99	C	07	Good
50.00 -59.99	D	06	Fair
45.00 -49.99	E	05	Satisfactory
40.00-44.99	P	04	Pass
Less than 40	F	00	Fail

3. The grade point will be given on the total marks (Sum of marks obtained in internal assessment and term end examination taken by the university) obtained in the concerned subject.
4. A students who fails in a course (i.e. score less than 24 out of 60 marks in the university level examination and 16 out of 40 in internal assessment or less than 40 out of 100 marks) shall given F grade in course would be granted credit for that course but not the grade for that course and shall have to clear the concerned course.
5. The total grade points earned in each course shall be calculated as –

Grade point obtained (Vide table-1) * Credit for the courses

Maximum grade points that can be earned in a semester are 528

6. Semester Grade Percentage Average (SGPA) –

The performance of the students in a semester is indicated by a number called SGPA. SGPA is the weighted average of the grade points obtained in all courses registered by the students during the semester. It shall be calculated as follows-

$$SGPA = \frac{\sum_{j=1}^{m} c_j p_j}{\sum_{j=1}^{m} c_j}$$

Where C_j = the number of credits earned in the course of the semester for which SGPA is to be calculated

P_j = Grade point earned in the VIth course

j= 1,2,3.....n represent the number of courses in which a student is registered in the concerned semester.

That is

Total earned grade points for the semester

SGPA= Total credits for the semester

The SGPA is rounded up to two decimal places

- 6 .Final Result- Up tp date assessment of the overall performance of a student from the time of his/ her first registration is obtained by calculating a number called Cumulative Grade Pont Average (CGPA) which is weighted average of the grade point obtained in all Coursed registered by the student since he/she entered the college.

$$CGPA = \frac{\sum_{j=1}^{m} c_j p_j}{\sum_{j=1}^{m} c_j}$$

Where C_j = the number of credits earned in the course up to the semester

P_j= grade point earned in the course. A letter grade lower than D (i.e. grade point<4) in a course shall not be taken into consideration for the calculation of CGPA

J= 1, 2,3...m represent the number of o=courses in which a student's is registered up to the semester for which the CGPA is to be calculated.

❖ **Credit Pattern-** credit shall be awarded in the following order

1. Written theory papers@4credits per paper × 30 papers	=	120 Credit
2. Field work @4credits	=	24 Credit
3. Research Dissertation @ 04 credit (VIth Semester) × 01	=	04 Credit
4. Viva Voce (To be conducted Externally at the end of semesters VI th)	=	02 Credit

Total = 150 Credit

❖ **Field work**

- (A) No grace marks shall be allowed for passing in Social Work Practicum
- (B) The Social Work Practicum of the student shall be supervised by the faculty supervisor
- (C) Hours of Social Work Practicum:
- (D) The Duration of Concurrent Practice Learning shall be a minimum of 12 Twelve Clock Hours spread over two days in a week covering total 24days in an academic session.
- (E) All the Social Work Practicum Records shall be preserved/ retained by the college for a Period minimum of Three years from the date of University Examination
- (F) The student who fails in Social Work Practicum shall be declared as “Fail” and shall have to repeat the same process in the next subsequent semester including theory courses.
- (G) Absence from activities covered under the head Social Work Practicum shall lead to Forfeiting of the entire marks allocated to the said activity. There shall be no substitute for these activities.
- (H) Orientation and Internal Viva-Voce Examination components are compulsory. Students will not be get admission in the next semester till they fulfill these criterions.
- (I) Social Work Practicum records shall include Social Work Practicum journal/ file, Attendance sheets, conference sheets diary etc.
- (J) The concerned affiliated college/ department of social work which impart social work training to the students shall prepared the Social Work Practicum Manual prescribed by NMU, Jalgaon based on the guidelines of UGC Model Curriculum in Social Work Education related to Social Work Practicum component.
- (K) Field work shall be of 100 marks (4 credit) for each semester. The total of field work Marks for six semester shall be 600 (24 credit)
- (L) Field work shall be conducted at a social welfare agencies/ organization selected by the college.
- (M) A weekly individual conference of about 15 minutes, related to field work task of every student shall be conducted by the concerned field work supervisor. Field work shall Evaluate internally by a concerned Field work supervisor.
- (N) 90% attendance at field work is compulsory.
- (O) In any case, there shall be no revaluation moderation of Field work marks.
- (P) Participation in Rural camp of 5-7 days organized by the college shall be compulsory for every students appearing for the second semester.. The Rural camp shall be a graded activity to develop understanding among the students about rural community and their lifestyle and problems. .The student performance will be evaluated on the basis of participation, initiatives, skills and discipline.
- (Q) Study tour is compulsory for students of S.Y.B.S.W IV semester. It is helpful the students about field realities and give exposure to the learners about the setting in social work and its challenges.
- (R) Special Awareness Campaign – the students shall participate in special awareness campaigns such as HIV/AIDS, Child labour, Dowry, female feticides, Gender, Human rights etc. At least five issue based campaigns should be organized during the semester.
- (S) Each and every student should compulsory to attend and individually present seminar on various issues with the help of PPT, present seminar on field work task, Book or articles review.

❖ **Evaluation Criteria**

Analytical Ability:

- To understand the agency, History, Philosophy, Objectives and the Structure.
- To understand the agency's objectives services/programmes in response to Problem education
- To understand one's own tasks in relation to cover all objectives and goods.
- To understand the socio-economic culture profile or the larval groups.
- To identify the causative factors of the problem situation - affecting various Target groups
- To develop skills to relate theory in to practice.

❖ **Problem Solving Skills:**

- To understand and utilize various tools of fact finding.
- To establish working relationships.
- To begin partially the problem and utilize appropriate methods of problem Solving
- To develop beginning ability to use simple office procedures, and to participate in agency meetings and conferences.
- To develop beginning ability to function as a team member.
- To learn to maintain time sheet and organize workload
- To use recording as a tool for learning
- To develop intervention skill.

❖ **Professional Development:**

- To show responsibility in relation to role in the agency
- To indicate regularity in submitting recordings and attending supervisory conference.
- To begin to show self-awareness as a learner and sensitivity to the client system.

❖ **Use of Field Instruction:**

- To utilize field instruction appropriately
- To take guidance from the field instructor
- To accept positive and negative comments about self.
- To take responsibility for learning.
- To participate in individual and group conference.
- To develop ability to move from simple to complex tasks.
- To develop professional self.

❖ **RESEARCH DISSERTATION**

- 1) Students of Vth semester are required to select an appropriate topic for their research dissertation in the beginning in consultation with the Research Guide and complete the same in the VIth semester. It shall be submitted to the university before commencement of VIth semester Examination and it must be signed by the concerned research Guide and Principal of the college.
- 2) Every faculty shall contribute at least half hours per student per week for research guidance to be given to the students assigned to him/her. The Research dissertation shall carry 100 marks and shall have External and internal assessment on the basis of 60:40 patterns.
- 3) The Viva-Voce on Research dissertation will be evaluated externally for 50 marks.
- 4) The research report must be three copies of type written and well bound copies
- 5) Sample size for Research dissertation will not be exceeding than 50.

❖ **Prescribed Standard for Research Dissertation:-**

1. The topic of Research must be related to the area of social work
2. The candidate must follow the scientific process and methods of social work research or social research
3. The Report submitted to the University must be duly signed by the Research Guide and the Principal and shall also be certified by the Guide as to originality of the short term research work.
4. The content of the Report shall not cause any dispute or defamation to any person or the institution.
5. Any malpractices including any attempt at plagiarism exposed even at a later may invite withdrawal of the Degree of such a candidate.

❖ **Viva-Voce:** - External viva-voce of 50 marks will be conducted for 50 marks at the end of VIth semester based on Research Dissertation. However the candidate failing in viva-voce may attend the viva voce within three months from the date of declaration of the results as per university schedule. In such case candidate will have to pay extra fees prescribed by the university.

1. Six semester viva-voce examination of 50 marks shall be conducted externally by the University and carry 2 credits. .

The following shall be separate head of passing

- 1) Written Theory -40%
- 2) Field work -50%
- 3) Research dissertation -50%
- 4) Viva-voce of 50 marks (External assessment) -50%

Failure in any one of the head shall be considered failure at the B.S.W. course.

❖ **Slandered of Passing:-**

1. Written theory papers in each theory paper - 40 % marks (including internal and University level examination (Internal 16 marks out of 40 and External 24 marks out of 60 marks)

2. Field work in every semester - 50% marks
3. Viva-voce - 50% marks
4. Research Dissertation - 50% marks (External and internal as per 60:40 pattern)

❖ **Rules Pertaining To Conduct of Examination And Standard of Passing**

- 1) The Mid-term examination of each semester will be conducted by the college
- 2) Two Mid-term examination shall be of 40 marks and shall be taken in each semester before semester end university level examination. There should one month gap between each internal examination of 20 marks.

❖ The examination of each semester will be of 60 Marks held by the university. The examination papers will be set by the panel of paper setters appointed by the university and answer books will be assessed externally. The question paper will be set on the syllabus of concerned subjects of 60 marks and written examination will be of 2 (two) hours duration.

❖ **Rules of ATKT:-**

1. Students must pass in every 3 theory courses in each semester out of 5 courses to avail of the benefit of ATKT for the next semester and he/she must clear the backlog in the next semester examination. Their internal assessment marks will not change.
2. A students shall be allowed to keep term of Semester-II, III, up to IVth the semester and it should be clears all head of passing before admitting in the third year.
3. A students failing in Field work at any semester shall not get the benefit of ATKT including theory papers and will have to repeat the entire semester.
4. In any case, for what so ever reasons, if a student's does not appear or fails in any semester examination will have to repeat the entire semester. . The question paper will be set on the syllabus of concerned subjects of 60 marks and written examination will be of 2 (Two) hours duration.

❖ **Admission Procedure:-**

- 1 The candidate must apply only on a prescribed form enclosed with the prospectus of the Institution. The prospects of the institution must clearly indicates the reservation of seats as per the Government and University norms, dates of sales of prospectus, last date of Submission of form, date of declaration of the merit list, last date of admission.
2. At the time of admission the selected candidate must bring necessary original Documents and certificates that should be mentioned in the prospectus of the institution .
3. There will be reservation of seats for the backward class's students and the female Candidates as per the rules and regulation prescribed by Government of Maharashtra and North Maharashtra University, Jalgaon.

❖ **Grant of Terms:-** 90% attendance at Field Work and class room teaching session is required for a student to be eligible for keeping the term. In very exceptional circumstances leaves with prior permission of the principal of the college may be granted with a condition of compensating the loss of educational days within the limit of 90 % .The principal of the college shall have the responsibility of and control over all matters pertaining to discipline and professional behavior.

❖ **Job opportunities:-** The Job opportunities for BSW course are in

1. School. Ashram School.
2. Family court, Counseling center,
3. Non- Government organization
4. Gramsevak
5. Government and private hospitals
6. Community Health projects,
7. Various schemes & Projects of Government
8. Municipal corporation
9. Industrial and multinational group
10. Social development officers
11. Research institution
11. CSR project etc.

॥ अंतरी पेटवू ज्ञानज्योत ॥



North Maharashtra University, Jalgaon

Revised Syllabus

MASTER OF SOCIAL WORK

**(M.S.W. - I)
Semester- I & II**

Semester Pattern (60 : 40)

w.e.f. June, 2014

**SUBJECT STRUCTURE OF MASTER OF SOCIAL WORK (M.S.W.)
FIRST SEMESTER**

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -111	INTRODUCTION TO SOCIAL WORK	100
	SW-112	SOCIAL CASE WORK	100
	SW-113	SOCIOLOGY AND INDIAN SOCIAL PROBLEMS	100
	SW-114	INTRODUCTION TO FIELD WORK PRACTICE	100
	SW-115	PSYCOLOGY FOR SOCIAL WORKERS	100
	SW-116	SOCIAL GROUP WORK	100
	SW-117	FIELD WORK PRACTICUM	100

SECOND SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -121	PROFESSIONAL DEVELOPMENT OF SOCIAL WORKER	100
	SW-122	COUNSELING FOR SOCIAL WORKERS	100
	SW-123	SOCIAL WORK RESEARCH AND STATISTICS	100
	SW-124	INTRODUCTION TO THE INDIAN CONSTITUTION	100
	SW-125	FIELD WORK	100
	SW-126	VIVA VOCE	50
GENERIC	G1	RURAL, URBAN AND TRIBAL SOCIETY IN INDIA	100
	G2	SOCIAL SECURITY AND LABOUR WELFARE	100
TRIBAL WELFARE	TW-1	TRIBAL LIFE IN INDIA	100
	TW-2	TRIBAL PROBLEMS	100
COMMUNITY DEVELOPMENT	CD-1	PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	100
	CD-2	COMMUNICATION FOR DEVELOPMENT	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -1	LABOUR WELFARE	100
	PMIR-2	LABOUR LEGISLATION	100

THIRD SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -231	COMMUNITY ORGANIZATION AND SOCIAL ACTION	100
	SW-232	SOCIAL LEGISLATION	100
	SW-233	WOMEN CENTRED SOCIAL WORK	100
	SW-234	FIELD WORK	100
GENERIC	G3	CORRECTIONAL SOCIAL WORK	100
	G4	DEVELOPMENT OF WEAKER SECTIONS	100
	G5	POPULATION AND ENVIRONMENT	100
TRIBAL WELFARE	TW-3	RURAL AND TRIBAL WELFARE	100
	TW-4	ENVIRONMENTAL SOCIAL WORK	100

	TW-5	ENVIRONMENT POLICY AND LAW	100
COMMUNITY DEVELOPMENT	CD-3	RURAL ECONOMY AND CO-OPERATION	100
	CD-4	COMMUNITY DEVELOPMENT AND PANCHAYAT RAJ	100
	CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -3	PERSONNEL MANAGEMENT AND HUMAN RESOURCE DEVELOPMENT	100
	PMIR-4	INDUSTRIAL RELATIONS AND TRADE UNIONS IN INDIA	100
	PMIR-5	INDUSTRIAL SOCIOLOGY	100

FOURTH SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION	100
	SW-242	COMMUNITY HEALTH AND ENVIRONMENTAL HYGIENE	100
	SW-243	DISASTER MANAGEMENT	100
	SW-244	FIELD WORK	100
	SW-245	RESEARCH DISSERTATION (PROJECT REPORT)	100
			VIVA VOCE
GENERIC	G6	INSTITUTIONAL MANAGEMENT	100
	G7	SOCIAL WELFARE AND SOCIAL JUSTICE	100
	G8	FAMILY AND CHILD WELFARE	100
TRIBAL WELFARE	TW-6	ADMINISTRATION OF TRIBAL WELFARE SCHEMES	100
	TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME	100
	TW-8	TRIBAL TRADITION AND CHANGE	100
COMMUNITY DEVELOPMENT	CD-6	SOCIAL EDUCATION	100
	CD-7	URBAN WELFARE (PROBLEM & SEHEMES)	100
	CD-8	MUNICIPAL ADMINISTRATION	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -6	LABOUR ECONOMICS	100
	PMIR-7	PERSONNEL PROCEDURES & PRACTICES	100
	PMIR-8	INDUSTRIAL PSYCHOLOGY	100

1. MSW Programme Structure :

The MSW degree will be awarded to the students who complete a total of 4 Semesters in minimum of two years clearing examination held by the University for a total of 24 Courses/ papers, 16 compulsory courses and 08 Specialization courses besides other heads of passing (student shall select any one specialization or the Generic course) in four semesters. Six papers per semester, field work, research (Dissertation) and other components as per semester structure. Total number of the Semesters for M.S.W programme will be four.

Structure of the M.S.W. Course (Semester Pattern)

(Implemented from 2014-15)

Semester-I

	Marks	Credits
1. Theory Papers - Total Six Subjects for 100 Marks each 60 Marks External + 40 Marks Internal assessment on the basis of Seminar/ Assignment, Attendance, Test, General performance/Behaviour.	600	12
2. Field Work - 100 Marks Internal assessment Field work in the first Semester shall consist of orientation visits to welfare institutions, Group conferences, seminars and shall be of minimum 15 hours per week.	100	04

Semester-II

1. Theory Papers Six Subjects for 100 Marks each (60 + 40) The courses will consist of two compulsory and three optional Courses from the Specialization programme Offered by the concerned College.	600	12
2. Field Work- The field work in this semester shall consist of Institutional placement for case work and group work practice. The institutions for placement should be suitable for practice of relevant theory taught in the class rooms.	100	04
3. Viva voce Internal assessment Base on theory papers and field work	50	01

Semester-III

1. Theory Papers- Six theory papers for 100 Marks each(60 +40)	600	12
2. Field Work - The Field Work in the third Semester shall consist according to specialization (Concurrent Field Work)	100	04

Semester-IV

1. Theory Papers - Six Theory Papers for 100 Marks each (60+40)	600	12
2. Project Report Every student shall select a suitable topic for conducting a short term research representing any field of social work practice or field of specialization and submit a well prepared Dissertation Report duly signed by concerned research guide and the Principal of the College. The original Copy shall be submitted to the University before the concerned Exam. The Project Work shall be assessed externally by the Examiners appointed by the University.	100	06
3. Viva voce —The viva voce in the Fourth Semester shall be conducted by the University at the concerned Centers immediately after the written examination.	50	01
4. Field Work —The Field Work in the Fourth Semester shall consist of placement in suitable Agencies and shall be internally assessed. field visits to development projects and at least five visits to welfare agencies as a part of study tour.	100	04

Grand Total **3000** **72**

5. Award of Grades

Sr. No.	Marks	Grade	Grade Points
01.	75 % and above	O	05
02.	65 to 74 %	A	04
03.	55 to 64 %	B	03
04.	50 to 54 %	C	02
05.	40 to 49 %	D	01
06.	Below 40 % of Marks (Fail)	E	00

6. Credit Pattern - Credit shall be awarded in the following order

1. Written theory papers @ 2 credits per paper x 24 = 48 credits
2. Field Work --@ 04 credits per Semester x 04 = 16 credits
3. Research dissertation @ 06 credits (IV Semester) x 01 = 06 credits
4. Viva voce @ 01 credits for viva voce x 02 = 02 credits
(to be conducted in the end of III & IV Semester)

Total = 72 credits

OR

The award of grads & final grades should be as per the Uniform policy of N.M.U. is applicable.

2. Overall structure

The structure of the course shall be as under :

1. Written theory papers 6 per semester, 24 papers x 100 Marks 2400 marks
 2. Field work: 100 marks per semester 100 x 4 400 marks
 3. Research Dissertation (Submitted in Semester IV) 100 marks
 4. Viva Voce (Semester II and IV) @ 50 marks x 2 100 marks
- Total Marks = 3000 marks**

3. Field Work :

Total marks 400, per semester 100 marks.

- I) The respective affiliated Institutes/ Colleges may develop the field work modules and manual according to the available field opportunities in their region. The field work over 4 semesters will include concurrent field work, Orientation Visits, Special Awareness campaigns, Rural Camp, Study Tour and Block Field Work placement etc.
- II) Field Work shall be of 100 marks for each Semester. The total of field work marks for four Semesters shall be 400.
- III) Field work shall be conducted during a period of two days a week for 15 (fifteen) clock hours
- IV) Field work shall be conducted at a social welfare agency/organization selected by the college. Every student shall be supervised by an experienced/professional social worker from the agency and a faculty member of the college
- V) A weekly Individual Conference of about 15 minutes, related to field work of every student, shall be conducted by the concerned Field Work Supervisor. Field Work shall be evaluated internally by a panel of 2-3 faculty members including the Field Work Supervisor.
- VI) 90% attendance at Field work is compulsory.
- VII) A student failing in field work at any Semester shall be declared as 'Fail' and shall have to repeat the entire Semester including theory courses.
- VIII) In any case, there shall be no revaluation or moderation of Field Work marks.
- IX) Participation in Rural Camp of 5-7 days organized by the college shall be compulsory for every student appearing for the Second Semester Exam. The Rural Camp shall be a graded activity to develop the understanding among the students about rural community and problems for intervention. 20 marks shall be allotted to this activity under the head of Field Work. The Students performance should be assessed on the basis of their participation, initiative, skills and discipline.
- X) Study tour is compulsory for Students of M.S.W IV Semester. It is a graded activity to orient the students about field realities and give exposure to the learners about the settings

in social work and its challenges. 20 marks out of 100 marks earmarked for Field Work shall be allotted to this activity and the student's performance should be assessed on the basis of their participation, report writing, skills and discipline.

- XI) Skill Lab is a learning activity which is non graded activity organized for the students to develop their skills in order to develop their understanding to relate theory to practice and for their professional development.
- XII) Special awareness campaigns -- the students shall participate in special awareness campaigns such as HIV/AIDS awareness, issues of Child labour, Environment, Civil Rights etc. organized by the college under the guidance of faculty supervisor. At least four issue based campaigns should be organized during the Semester.
- XIII) Issue based Paper, Book review, Website Review Presentation. Every student should make a presentation on social issues and agencies working on them, book review etc.. (At least one presentation during the Semester)

Field Work Components: Semester - I

Sr.No.	ACTIVITY	MARKS
1	Minimum 10 Orientation Visits to welfare Institution	20
2	Concurrent Field Work (Case work and group work)	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar	10
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- II

Sr. No.	ACTIVITY	MARKS
1	Rural Camp	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar	10
6	Website / Book Review, Article presentation	10
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- III

Sr. No.	ACTIVITY	MARKS
1	Issue Based awareness campaigns	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group Conference	10
5	Field work seminar/assignment on field work task	10
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- IV

Sr. No.	ACTIVITY	MARKS
1	Study Tour	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar on social issues, Group presentation, success stories presentation. At least two seminars	10
6	Report writing/attendance and general impression	20
Total		100

4. Research Dissertation (M.S.W.IV Semester)

Every faculty shall devote at least 4 Hours per week for research guidance to be given to the students assigned to him/her. The Research dissertation shall carry 100 Marks and shall have external Assessment.

The M.S.W. students admitted to the Third Semester shall select a research topic in the beginning of the third semester for project work in consultation with the Research Guide. Sample for the project report should be selected as per the requirement of Research Topic, where the sampling Method is used.

Every student shall submit three typed and well bound copies of such project report 15 days before the commencement of the Fourth Semester examination. The project report shall carry a total of 100 marks and shall be treated as a separate head of passing. A candidate must obtain minimum 50 marks for passing under this head. The project report at MSW IV Semester Examination should be assessed externally by concerned examiner appointed by the University. A candidate failing at this head shall submit a research report as prescribed by the University within a period of three months from the date of the results and shall pay applicable fees along with examination form.

Prescribed Standard for Research Dissertation:

1. The topic of research must be related to the area of social work.
2. The candidate must follow the scientific process and methods of social work research or social research.
3. The Report submitted to the University must be duly signed by the Principal and concerned research Guide and shall also be certified by the Guide as to originality of the short term research work.
4. The content of the Report shall not cause any dispute or defamation to any person or the Institution.
5. Any malpractice including any attempt at plagiarism exposed even at a later stage may invite withdrawal of the Degree of such a candidate.

5. Viva Voce Examination:

The Viva voce will be conducted for 50 marks each at the end of Semester II and IV. The viva voce constitutes a separate head of passing. A candidate failing in viva voce of second Semester shall be eligible for admission to the fourth Semester. A candidate failing in Fourth semester Viva voce conducted by the external examiner shall be declared Fail at the M.S.W Examination. However, he may attend the viva voce within three months from the date of declaration of the results as per University schedule. In such a case he will have to pay the extra fees as per the decision of University to time to time.

- 5.1. There shall be a Viva-Voce Examination at the end of IInd and IVth Semester based on theory knowledge, research and field work practicum.
- 5.2. In the second semester Viva-Voce of 50 marks will be conducted before the commencement of the Second Semester examination by the Colleges and a statement of the marks obtained by the students shall be submitted to the University by the Heads of the Institutions for inclusion in the mark sheet. The minimum marks required for passing the Viva Voce are 25 for each Viva-Voce examination.
- 5.3. A student failing in Viva-Voce (Semester II) shall be called again for the Viva Voce within one month of the date of declaration of the Second Semester Examination results. Only one repeat Viva Voce shall be permissible to be conducted during the Second Semester. However a student failing in the Second Semester Viva Voce Examination shall be eligible for admission to the MSW Third Semester.
- 5.4. Fourth Semester Viva-Voce Examination of 50 marks shall be conducted externally by the University.
- 5.5. The Viva Voce conducted in the Fourth semester shall be based on theory, field work, research, professional development and related area of specialization.

6. Block placement:

- 6.1 Every student shall complete his/her block field work for a period of one month i.e. 30 days after the fourth Semester examination. The Result of the candidates would be handed over to the College only after submission of a report on completion of Block Field Work to the University. The Certificates indicating clearly successful completion of Block Field Work by the students shall be retained by the concerned College.
- 6.2 After completion of Block placement, the student must submit a report of work to the Head/ Principal of the College/ Institute. Ordinarily, no leave of absence will be permissible during the stipulated period of the block field work placement.
- 6.3 Every student is required to complete his/her block field work in a welfare/development agency. Block field work placement in a Gram Panchayat, co-op society or a PHC shall not be allowed.
- 6.4 The Block Field Work shall be organized by a faculty nominated by the Principal.

7. Heads of Passing, Standard of Passing, Credit Pattern and Grade Points:

- 7.1 The following shall be the independent heads of passing:
 1. Written theory papers
 2. Field work
 3. Research Dissertation
 4. Viva Voce
- 7.2 Standard of passing Marks: Percentage
 - a. Written theory papers in each 40% Marks paper (Aggregate of 100- inclusive of both 60 external and 40 internal marks)
 - b. Field work in every semester 50% Marks
 - c. Viva Voce 50% Marks
 - d. Research dissertation 50% Marks

8. Rules of ATKT :

- 8.1: A students must pass in 4 theory courses in each semester out of 6 courses to avail of the benefit of ATKT for the next semester and he/she must clear the backlog in the next semester examination. Their internal assessment marks will not change.
- 8.2. A students shall be allowed to keep term of Semester- III, (MSW-II), if he/she has no backlog and clears all the heads of passing of Semester- I.
- 8.3. A student failing in Field Work at any Semester shall not get the benefit of ATKT including theory papers and will have to repeat the entire semester.
- 8.4. In any case, for what so ever reasons, if a student does not appear or fails in any semester examination will have to repeat the entire semester.

9. Admission Procedure:

- 9.1 The candidate must apply only on a prescribed form attached to the prospectus of the Institution. The Prospectus of the College must clearly indicate the reservation of seats as per the Government and University norms, dates of sale of prospectus, last date for submission of the filled up forms, date of entrance test, date of declaration of the selection list and waiting list and the last date of admission .The selected candidate must, at the time of admission, produce all original certificates (SSC, HSC, and Graduation, caste certificate, Domicile Certificate, Income Certificate, Non-creamy layer certificate and other relevant certificates or documents) and mark-lists. The candidate shall have to pay the full fees as prescribed by the University .The Principal of the College may grant concession at his own discretion. The scholarship holders may totally be exempted from paying the fees save nominal admission fees. Candidates will have to obtain their transference certificate indicating the College last attended and the Examination last passed. The candidates who have passed their last qualifying Examination from a University other than North Maharashtra University, Jalgaon must submit a migration

certificate immediately after securing admission. As per North Maharashtra University, Jalgaon rules every candidate must obtain an eligibility certificate. A student who fails to obtain the eligibility certificate will not be permitted to appear for the Semester IV Examination.

9.2 Reservation of Seats:

There will be reservation of seats for the backward class students and the female candidates as per rules of North Maharashtra University, Jalgaon and the Government of Maharashtra.

10. Eligibility:

Graduates of any University recognized by the University Grants Commission shall be eligible to apply for the MSW degree programme. 50% of the sanctioned seats shall be reserved for BSW degree holders on merit basis, strictly following the rules of reservation for different categories including 10% seats for other universities. The remaining seats shall be filled up according to merit (the percentage of marks at any recognized degree exam + percentage of marks at the Entrance test.) and reservation. The Merit list shall be prepared by taking into consideration the percentage of Marks at the graduation and the entrance test conducted by the College or the University as the case may be. The admission procedure shall be transparent and the concerned college shall be solely responsible for complaints about admission, if any.

11. Medium of Instruction:

1. The medium of Instruction shall be English. However, as North Maharashtra University, Jalgaon has allowed students to write examination answer books in Marathi suitable instructions may be given in the regional language i.e Marathi.
2. MSW Course Semester Pattern:(60: 40 Marks) Each Theory Paper for 100 Marks consists of 60 marks for university exam and 40 marks for internal assessment. The internal assessment for 40 marks shall be based on marks secured in the test and personal performance of the student.

12. Discipline:

Students are expected to follow all rules and maintain discipline throughout the course period. Ragging in any form, within or outside the campus, is strictly prohibited. In case a student is found violating the rules of discipline, the Principal of the College shall take stringent action against him/her.

13. Grant of Terms:

90 percent attendance at Field Work and class Room teaching sessions is required for a student to be eligible for keeping the term. In very exceptional circumstances leave with prior permission of the Principal of the College may be granted with a condition of compensating the loss of educational days within the limit of 90%. The Principal of the college shall have the responsibility of and control over all matters pertaining to discipline and professional behavior.

14. Job/Career opportunities :

The Job opportunities are one of the important output of MSW course.

JOB OPPORTUNITIES

- Family Court, Family Counseling centers
- Non-Governmental organizations (NGO) working on various social issues
- Schools, Ashram Schools
- Mental Health Institutions and De-addiction Centers
- Govt. and Private Hospitals
- Blood Bank and Municipal Corporation Hospitals and Projects
- Community Health Projects, Govt. Health Departments
- Industries and multi-national groups/corporate sector such as small scale/medium/large scale industries, bank, hotels etc.
- Service Industries
- Social Development Officers, Consultant in NGOs
- Government projects for Watershed Development, Drinking water & sanitation
- Social Welfare officers in State Department of Social Justice
- Women and child development department, Tribal development department
- Research and Resource Organizations at national, international level.
- Panchayat Raj institutions various projects.
- Corporate Social Responsibility (CSR) projects
- Social Work Education
- Opportunity abroad for education and jobs



North Maharashtra University, Jalgaon

Revised Syllabus

Faculty of Humanities

MASTER OF SOCIAL WORK

**(M.S.W. - I)
Semester- I & II**

**Semester Pattern (60 : 40)
w.e.f. June, 2017**

NORTH MAHARASHTRA UNIVERSITY, JALGAON

MSW: MASTER OF SOCIAL WORK

(Syllabus for Semester and Credit Pattern)

Revised rules and Regulations w. e. f. 2017-18

Introduction: The degree of Master of Social Work is a professional Post-Graduate degree in Social Work. This course is aimed at developing the knowledge, values, beliefs and skills necessary for working with individuals, groups, communities and for collective social action. The course also gives an edge to the social work students to enable them to inculcate the philosophies, ideologies and methodologies of social work profession. In order to fulfil this, the course covers wide range of topics pertaining to the core, supportive, interdisciplinary and elective domains of social work education. The course is designed with appropriate consistency within the papers and among the papers. Therefore, interdependence of the papers is a characteristic feature of the course. The course will enable the learners to assume the role as the agents of social change and development with a positive attitude. Furthermore, it is a professional course with ample employment opportunities in various fields such as state and central government, NGOs, industries, Social Movements, Hospitals, Social Enterprises, Cooperatives, International Development Agencies and CSR Projects, in capacities such as Human Resource personnel, Community Organisers, Program Officers, Social Planners, Development Facilitators, and Social Welfare Administrators.

Objectives of MSW Programme

The objectives of the MSW programme are as follows:

- To create critical understanding of social realities reflecting its changing nature and participate in the dynamics of change
- To orient students on diverse population, their issues and social justice stance for social work practice
- To equip the students with skills to work with different groups and communities using social work practice methods and strategies
- To inculcate professional values and ethics that guide social work graduates in professional practice
- Develop interdisciplinary and specialized professional outlook, upheld the dignity and esteem of the social work profession and achieve self-actualization.
- Employ participatory, action and evidence-based practices in the field settings.

SUBJECT STRUCTURE OF MASTER OF SOCIAL WORK (M.S.W.)

FIRST SEMESTER

GROUP	Subject Code	Title	Marks
COMPULSARY	SW -111	HISTORY AND IDEOLOGY OF SOCIAL WORK	100
	SW -112	WORKING WITH INDIVIDUALS AND FAMILIES	100
	SW -113	SOCIOLOGY AND INDIAN SOCIAL PROBLEMS	100
	SW -114	PSYCOLOGY FOR SOCIAL WORKERS	100
	SW -115	WORKING WITH GROUPS	100
	SW -116	PROFESSIONAL DEVELOPMENT OF SOCIAL WORKER	100
	SW -117	FIELD WORK PRACTICUM	150

SECOND SEMESTER

GROUP	Subject Code	Title	Marks
COMPULSARY	SW -121	COUNSELLING IN SOCIAL WORK PRACTICE	100
	SW -122	SOCIAL WORK RESEARCH AND STATISTICS	100
	SW -123	INTRODUCTION TO THE INDIAN CONSTITUTION	100
	SW -124	WOMEN CENTRED SOCIAL WORK	100
	SW -125	FIELD WORK PRACTICUM	150
	SW -126	VIVA VOCE	50
GENERIC	G-1	RURAL, URBAN AND TRIBAL SOCIETY IN INDIA	100
	G-2	SOCIAL SECURITY AND LABOUR WELFARE	100
TRIBAL WELFARE	TW-1	TRIBAL ANTHROPOLOGY AND SOCIAL WORK	100
	TW-2	PROBLEMS OF TRIBAL COMMUNITY	100
COMMUNITY DEVELOPMENT	CD-1	URBAN, RURAL AND TRIBAL COMMUNITIES	100
	CD-2	PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	100
HUMAN RESOURCE MANAGEMENT	HRM-1	LABOUR WELFARE	100
	HRM-2	LABOUR LEGISLATION	100

THIRD SEMESTER

GROUP	Subject Code	Title	Marks
COMPULSARY	SW -231	COMMUNITY ORGANIZATION AND SOCIAL ACTION	100
	SW -232	SOCIAL LEGISLATION	100
	SW -233	DISASTER MANAGEMENT	100
	SW -234	FIELD WORK PRACTICUM	150
GENERIC	G-3	CORRECTIONAL SOCIAL WORK	100
	G-4	DEVELOPMENT OF WEAKER SECTIONS	100
	G-5	YOUTH AND DEVELOPMENT	100
TRIBAL WELFARE	TW-3	TRIBAL DEVELOPMENT SCHEMES AND PROGRAMME	100
	TW-4	ECOLOGY AND SOCIAL WORK	100
	TW-5	ENVIRONMENT POLICY AND LAW	100
COMMUNITY DEVELOPMENT	CD-3	RURAL, URBAN ECONOMY	100
	CD-4	COMMUNITY DEVELOPMENT AND GOVERNANCE	100
	CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION	100
HUMAN RESOURCE MANAGEMENT	HRM-3	HUMAN RESOURCE MANAGEMENT	100
	HRM-4	PERSONNEL MANAGEMENT AND INDUSTRIAL RELATIONS	100
	HRM-5	ORGANIZATIONAL BEHAVIOUR	100

FOURTH SEMESTER

GROUP	Subject Code	Title	Marks
COMPULSARY	SW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION	100
	SW -242	HEALTH SYSTEM IN INDIA	100
	SW -243	CORPORATE SOCIAL RESPONSIBILITY	100
	SW -244	FIELD WORK PRACTICUM	150
	SW-245	RESEARCH DISSERTATION (PROJECT REPORT)	150
	SW-246	VIVA VOCE	50
GENERIC	G-6	INSTITUTIONAL MANAGEMENT	100
	G-7	SOCIAL WELFARE AND SOCIAL JUSTICE	100
	G-8	FAMILY AND CHILD WELFARE	100
TRIBAL WELFARE	TW-6	ADMINISTRATION OF TRIBAL WELFARE	100
	TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME	100
	TW-8	RURAL, TRIBAL MOVEMENT IN INDIA	100
COMMUNITY DEVELOPMENT	CD-6	EDUCATION FOR SOCIAL DEVELOPMENT	100
	CD-7	PARTICIPATORY APPROACHES OF COMMUNITY DEVELOPMENT	100
	CD-8	MUNICIPAL ADMINISTRATION	100
HUMAN RESOURCE MANAGEMENT	HRM-6	LABOUR ECONOMICS	100
	HRM-7	PERSONNEL PROCEDURES & PRACTICES	100
	HRM-8	INDUSTRIAL SOCIOLOGY	100

1. MSW Programme Structure:

The MSW degree will be awarded to the students who complete a total of 4 Semesters in minimum of two years clearing examination held by the University for a total of 24 Courses/ papers, 16 compulsory courses and 08 Specialization courses besides other heads of passing (student shall select any one specialization or the Generic course) in four semesters. Six papers per semester, field work, research (Dissertation) and other components as per semester structure. Total number of the Semesters for M.S.W programme will be four.

Specialization/ Elective Courses: Every recognized training Centre of North Maharashtra University selects its own areas of specialized training. The following Specialization Courses are offered by the recognized Institutions of North Maharashtra University, Jalgaon

- | | |
|--------------------------|------------------------------|
| 1. Community Development | 2. Human Resource Management |
| 3. Generic | 4 Tribal Welfare. |

Structure of the M.S.W. Course (Semester Pattern)

(Implemented from 2017-18)

Sr. No.	Semester - I		Marks	Credits
1	Theory Papers	Total Six Subjects for 100 Marks each 60 Marks External + 40 Marks Internal assessment on the basis of Seminar/ Assignment, Attendance, Test, General performance / Behaviour.	600	24
2	Field Work	Field work in the first Semester shall consist of orientation visits to welfare institutions, Group conferences, seminars and Institutional placement for case work and group work practice. The field work shall be of minimum 15 hours per week.	150	06

Semester - II				
1	Theory Papers	Six Subjects for 100 Marks each (60 + 40) The courses will consist of four compulsory and two optional Courses from the Specialization programme offered by the concerned College.	600	24
2	Field Work	The field work in this semester shall consist of Institutional placement for case work and group work practice. The institutions for placement should be suitable for practice of relevant theory taught in the class rooms.	150	06
3	Viva voce (Internal assessment)	The Viva Voce (Internal) Base on theory papers and field work	50	02
Semester-III				
1	Theory Papers	Six theory papers for 100 Marks each (60 +40)	600	24
2	Field Work	The Field Work in the third Semester shall consist according to specialization (Concurrent Field Work)	150	06
Semester-IV				
1	Theory Papers	Six theory papers for 100 Marks each (60 +40)	600	24
2	Field Work	The Field Work in the Fourth Semester shall consist of placement in suitable Agencies and shall be internally assessed. Field visits to development projects and welfare agencies, Organizations, Industries as a part of study tour. Study tour is based on specialization.	150	06
3	Project Report	Every student shall select a suitable topic for conducting a short term research representing any field of social work practice or field of specialization and submit a well prepared Dissertation Report duly signed by concerned research guide and the Principal of the College. The original Copy shall be submitted to the University before the concerned Exam. The Project Work shall be assessed internally by the concerned research guide for 50 marks and externally for 100 marks by the Examiners appointed by the University as per 60 + 40 pattern.	150	06
4	Viva voce	The viva voce in the Fourth Semester shall be conducted by the University at the concerned Centres immediately after the written examination.	50	02
Grand Total			3250	130

5. PATTERN & GRADING SYSTEM

A. Features of the CGPA System:

1. Master's degree courses namely, MSW would be of 130 credits for whole Degree Course
2. One credit for the theory course shall be of the 15 clock hours (Each course being taught in the semester will be of 4 credits) that is each course will be of 60 hours (Including Continues Internal Assessment).
3. 6 credits shall be awarded to the Project course, which will commence after completion

of IVth sem. report will be submitted during IV Semester. The marks and the credits will be allotted in IV Semester.

4. For Field Work 6 credits per each semester should be allotted. That is total field work is of 24 credit.

B. Grades:

- (i) Marks for each course would be converted to grades as shown in Table 1

Table 1: Conversion of marks to grades in credit system
Grade will be awarded as per the seven point grading scale.

CGPA Value	Final Grade Obtained	Grade Remark	Equivalent Percentage
05.00 - 6.00	O	Outstanding	75 to 100
04.50 - 04.99	A	Very Good	65 to 74
03.50 - 04.49	B	Good	55 to 64
02.50 - 03.49	C	Average	50 to 54
01.50 - 02.49	D	Satisfactory	45 to 49
00.50 - 01.49	E	Pass	40 to 44
00. 00 - 00.49	F	Fail	0 to 39

- (ii) The grade point will be given on the total marks (sum of mark obtained in internal assessment and term end university level examination) obtained in the said subject.
- (iii) A student who fails in a course (i.e. He scores less than 24 out of 60 marks in the Term End Examination and 16 out of 40 in internal assessment or less than 40 out 100 marks) shall be given F grade. Student with F grade in course would be granted credit for that course but not the grade for that course and shall have to clear the concerned course.
- (iv) The **total grade points earned in each course** shall be calculated as –
Grade points obtained (vide Table-1) X Credits for the course
- (v) **Semester Grade Point Average (SGPA) –**
The performance of a student in a semester is indicated by a number called SGPA. SGPA is the weighted average of the grade points obtained in all courses registered by the student during the semester. It shall be calculated as follows-

$$SGPA = \frac{\sum_{j=1}^n c_j p_j}{\sum_{j=1}^n c_j}$$

Where, Ci = the number of credits earned in the ith course of a semester for which SGPA is to be calculated

pi = grade point earned in the ith course

i = 1,2,3.....n represent the number of courses in which a student is registered in the concerned semester.

That is,

$$SGPA = \frac{\text{Total earned grade points for the semester}}{\text{Total credits for the semester}}$$

The SGPA is rounded up to two decimal places.

- (vi) **Final result** – Up to date assessment of the overall performance of a student from the time of his/her first registration is obtained by calculating a number called Cumulative Grade Point Average (CGPA), which is weighted average of the grade points obtained in all courses registered by the student since he/she entered the college.

$$CGPA = \frac{\sum_{j=1}^n c_j p_j}{\sum_{j=1}^n c_j}$$

Where C_j = the number of credits earned in the j th course up to the semester

p_j = grade point earned in the j th course. A letter grade lower than D (i.e. grade point < 4) in a course shall not be taken into consideration for the calculation of CGPA

$j = 1, 2, 3, \dots, m$ represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated

The CGPA is rounded upto two decimal places.

(vii) The final grade earned shall be as per Table 2 given below-

Table-2

CGPA	Grade
05.00 - 6.00	O
04.50 - 04.99	A
03.50 - 04.49	B
02.50 - 03.49	C
01.50 - 02.49	D
00.50 - 01.49	E
00.00 - 00.49	F

Final grade to be awarded and equivalent percentage of marks of the candidate based on his/her CGPA

6. Credit Pattern - Credit shall be awarded in the following order

1. Written theory papers @ 4 credits per paper x 24	=	96 credits
2. Field Work --@ 06 credits per Semester x 04	=	24 credits
3. Research dissertation @ 06 credits (IV Semester) x 01	=	06 credits
4. Viva voce @ 02 credits per Viva voce x 02 (to be conducted in the end of II & IV Semester)	=	04 credits

Total	=	130 credits

OR

The award of grads & final grades should be as per the Uniform policy of N.M.U. is applicable.

Note: One credit means one hour of teaching work (theory) per week for 15 weeks in a semester; or two hours of field work (practical work) per week for 15 weeks in a Semester.

2. Overall structure

The structure of the course shall be as under:

1. Written theory papers 6 per semester, 24 papers x 100 Marks	2400 marks
2. Field work: 100 marks per semester 150 x 4	600 marks
3. Research Dissertation (Submitted in Semester IV)	150 marks
4. Viva Voce (Semester II and IV) @ 50 marks x 2	100 marks
Total Marks =	3250 marks

3. Field Work:

Total marks 600, per semester 150 marks.

- I) The respective affiliated Institutes/ Colleges may develop the field work modules and manual according to the available field opportunities in their region. The field work over 4 semesters will include concurrent field work, Orientation Visits, Special Awareness campaigns, Rural Camp, Study Tour and Block Field Work placement etc.
- II) Field Work shall be of 150 marks (6 credits) for each Semester. The total of field work marks for four Semesters shall be 600 (24 credits).
- III) Field work shall be conducted during a period of two days a week for 15 (fifteen) clock hours.
- IV) Field work shall be conducted at a social welfare agency/organization/ Industry selected by the college. Every student shall be supervised by an experienced/professional social worker from the agency and a faculty member of the college
- V) A weekly Individual Conference of about 15 minutes, related to field work of every student, shall be conducted by the concerned Field Work Supervisor.
- VI) Field Work shall be evaluated internally by a panel of 03 faculty members including the Field Work Supervisor.
- VII) 90% attendance at Field work is compulsory.
- VIII) A student failing in field work at any Semester shall be declared as 'Fail' and shall have to repeat the entire Semester including theory courses.
- IX) In any case, there shall be no reevaluation or moderation of Field Work marks.
- X) **RURAL CAMP:** Participation in Rural Camp of 5-7 days organized by the college shall be compulsory for every student appearing for the Second Semester Exam. The Rural Camp shall be a graded activity to develop the understanding among the students about rural community and problems for intervention. 30 marks shall be allotted to this activity under the head of Field Work. The Students performance should be assessed on the basis of their participation, initiative, skills and discipline.
- XI) **STUDY TOUR:** Study tour is compulsory for Students of M.S.W IV Semester. It is a graded activity to orient the students about field realities and give exposure to the learners about the settings in social work and its challenges. 30 marks out of 100 marks earmarked for Field Work shall be allotted to this activity and the student's performance should be assessed on the basis of their participation, report writing, skills and discipline.

The Study Tour shall be of 6 to 8 days duration and it shall be either to an urban setting, or a rural setting or a mix of urban and rural settings, depending on the specialization of the students. During the educational tour, the students should visit a minimum of four developmental agencies/ Organizations/ Projects/ Industries, out of which at least two should be relevant to their specialization group. It shall be organized by the institution during the fourth semester.
- XII) Skill Lab is a learning activity which is non graded activity organized for the students to develop their skills in order to develop their understanding to relate theory to practice and for their professional development.
- XIII) Special awareness campaigns - the students shall participate in special awareness campaigns such as HIV/AIDS awareness, issues of Child labour, Environment, Civil Rights etc. organized by the college under the guidance of faculty supervisor. At least two issue based campaigns should be organized during the Semester.

- XIV) Issue based Paper, Book review, Website Review Presentation. Every student should make a presentation on social issues and agencies working on them, book review etc.. (At least one presentation during the Semester)

Field Work Components: Semester – I (SW-117)

Sr. No.	ACTIVITY	MARKS
1	Orientation Visits to welfare Institution (10 visits)	30
2	Concurrent Field Work (Case work and group work)	50
3	Individual conference	15
4	Group conference	15
5	Seminar on Field Work	20
6	Report writing/attendance and general impression	20
Total		150

Field Work Components: Semester- II (SW-125)

Sr. No.	ACTIVITY	MARKS
1	Rural Camp	30
2	Concurrent Field Work (Case work and group work)	50
3	Individual conference	15
4	Group conference	15
5	Field work seminar on Website / Book Review, Article presentation	20
6	Report writing/attendance and general impression	20
Total		150

Field Work Components: Semester- III (SW-234)

Sr. No.	ACTIVITY	MARKS
1	Issue Based awareness campaigns	30
2	Concurrent Field Work	50
3	Individual conference	15
4	Group Conference	15
5	Field work seminar/assignment on field work task	20
6	Report writing/attendance and general impression	20
Total		150

Field Work Components: Semester- IV (SW-244)

Sr. No.	ACTIVITY	MARKS
1	Study Tour	30
2	Concurrent Field Work	50
3	Individual conference	15
4	Group conference	15
5	Field work seminar on social issues/ Group presentation/ Success stories presentation.	20
6	Report writing/attendance and general impression	20
Total		150

4. Research Dissertation (M.S.W.IV Semester)

Every faculty shall devote at least 4 Hours per week for research guidance to be given to the students assigned to him/her. The Research dissertation shall carry 150 Marks and shall have external and internal Assessment on the bases of 60:40 patterns.

The M.S.W. students admitted to the Third Semester shall select a research topic in the beginning of the third semester for project work in consultation with the Research Guide. Sample for the project report should be selected as per the requirement of Research Topic, where the sampling Method is used.

Every student shall submit three typed and well bound copies of such project report 15 days before the commencement of the Fourth Semester examination. The project report shall carry a total of 150 marks and shall be treated as a separate head of passing. A candidate must obtain minimum 75 marks for passing under this head. The project report at MSW IV Semester Examination should be assessed internally by the concerned research guide for 60 marks and externally for 90 marks by the Examiners appointed by the University as per norms. A candidate failing at this head shall submit a research report as prescribed by the University within a period of three months from the date of the results and shall pay applicable fees along with examination form.

Prescribed Standard for Research Dissertation:

1. The topic of research must be related to the area of social work.
2. The candidate must follow the scientific process and methods of social work research or social research.
3. The Report submitted to the University must be duly signed by the Principal and concerned research Guide and shall also be certified by the Guide as to originality of the short term research work.
4. The content of the Report shall not cause any dispute or defamation to any person or the Institution.
5. Any malpractice including any attempt at plagiarism exposed even at a later stage may invite withdrawal of the Degree of such a candidate.

5. Viva Voce Examination:

The Viva voce will be conducted for 50 marks each at the end of Semester II and IV. The viva voce constitutes a separate head of passing. A candidate failing in viva voce of second Semester shall be eligible for admission to the third Semester.

A candidate failing in Fourth semester Viva voce conducted by the external examiner shall be declared Fail at the M.S.W Examination. However, he may attend the viva voce within three months from the date of declaration of the results as per University schedule. In such a case he will have to pay the extra fees as per the decision of University to time to time.

- 5.1 There shall be a Viva-Voce Examination at the end of IInd and IVth Semester based on theory knowledge, research and field work practicum.
- 5.2 In the second semester Viva-Voce of 50 marks will be conducted before the commencement of the Second Semester examination by the Colleges and a statement of the marks obtained by the students shall be submitted to the University by the Heads of the Institutions for inclusion in the mark sheet. The minimum marks required for passing the Viva Voce are 25 for each Viva-Voce examination.
- 5.3 A student failing in Viva-Voce (Semester II) shall be called again for the Viva Voce within one month of the date of declaration of the Second Semester Examination results. Only one repeat Viva Voce shall be permissible to be conducted during the Second Semester. However a student failing in the Second Semester Viva Voce Examination shall be eligible for admission to the MSW Third Semester.
- 5.4. Fourth Semester Viva-Voce Examination of 50 marks shall be conducted externally by the University.
- 5.5 The Viva Voce conducted in the Fourth semester shall be based on theory, research, professional development and related area of specialization.

6. Block placement:

- 6.1 Every student shall complete his/her block field work for a period of one month i.e. 30 working days after the fourth Semester examination. The Result of the candidates would be handed over to the College only after submission of a report on completion of Block Field Work to the University. The Certificates indicating clearly successful completion of Block Field Work by the students shall be retained by the concerned College.
- 6.2 After completion of Block placement, the student must submit a report of work along with completion certificate to the Head/ Principal of the College/ Institute within 45 days from last day of MSW IVth semester university examination. Ordinarily, no leave of absence will be permissible during the stipulated period of the block field work placement.
- 6.3 Every student is required to complete his/her block field work in a welfare/development agency. Block field work placement in a Gram Panchayat, co-op society or a PHC shall not be allowed.
- 6.4 The Block Field Work shall be organized by a faculty nominated by the Principal.

7. Heads of Passing, Standard of Passing, Credit Pattern and Grade Points:

- 7.1 The following shall be the independent heads of passing:
 1. Written theory papers
 2. Field work
 3. Research Dissertation
 4. Viva Voce
- 7.2 Standard of passing Marks: Percentage
 - a. Written theory papers in each paper - 40% Marks (Aggregate of 100- inclusive of both 60 external and 40 internal marks)
 - b. Field work in every semester - 50% Marks
 - c. Viva Voce - 50% Marks
 - d. Research dissertation - 50% Marks

8. Rules of ATKT:

- 8.1 A students must pass in 4 theory courses in each semester out of 6 courses to avail of the benefit of ATKT for the next semester and he/she must clear the backlog in the next semester examination. Their internal assessment marks will not change.
- 8.2. A students shall be allowed to keep term of Semester- III, (MSW-II), if he/she has no backlog and clears all the heads of passing of Semester- I.
- 8.3. A student failing in Field Work at any Semester shall not get the benefit of ATKT including theory papers and will have to repeat the entire semester.
- 8.4. In any case, for what so ever reasons, if a student does not appear or fails in any semester examination will have to repeat the entire semester.

9. Admission Procedure:

- 9.1 The candidate must apply only on a prescribed form attached to the prospectus of the Institution. The Prospectus of the College must clearly indicate the reservation of seats as per the Government and University norms, dates of sale of prospectus, last date for submission of the filled up forms, date of entrance test, date of declaration of the selection list and waiting list and the last date of admission .The selected candidate must, at the time of admission, produce all original certificates (SSC, HSC, and Graduation, caste certificate, Domicile Certificate, Income Certificate, Non-creamy layer certificate and other relevant certificates or documents) and mark-lists. The candidate shall

have to pay the full fees as prescribed by the University .The Principal of the College may grant concession at his own discretion. The scholarship holders may totally be exempted from paying the fees save nominal admission fees. Candidates will have to obtain their transference certificate indicating the College last attended and the Examination last passed. The candidates who have passed their last qualifying Examination from a University other than North Maharashtra University, Jalgaon must submit a migration certificate immediately after securing admission. As per North Maharashtra University, Jalgaon rules every candidate must obtain an eligibility certificate. A student who fails to obtain the eligibility certificate will not be permitted to appear for the Semester IV Examination.

9.2 Reservation of Seats:

There will be reservation of seats for the backward class students and the female candidates as per rules of North Maharashtra University, Jalgaon and the Government of Maharashtra.

10. Eligibility:

Candidates who have passed any Bachelors' degree [10+2+3] of North Maharashtra University or any other Statutory University recognized equivalent thereto shall be eligible to apply for the MSW degree programme. 50% of the sanctioned seats shall be reserved for BSW degree holders from any University on merit basis, strictly following the rules of reservation for different categories including 10% seats for other universities. All seats shall be filled up according to merit and reservation. The Merit list shall be prepared by taking into consideration the Marks received at the entrance test conducted by the College or the University as the case may be. The admission procedure shall be transparent and the concerned college shall be solely responsible for complaints about admission, if any.

11. Medium of Instruction:

1. The medium of Instruction shall be English. However, as North Maharashtra University, Jalgaon has allowed students to write examination answer books in Marathi suitable instructions may be given in the regional language i.e. Marathi.

2. MSW Course Semester Pattern: (60: 40 Marks) Each Theory Paper for 100 Marks consists of 60 marks for university exam and 40 marks for internal assessment. The internal assessment for 40 marks there shall be two written test for each theory paper in each semester. The each test carries a maximum of 20 marks.

12. Discipline:

Students are expected to follow all rules and maintain discipline throughout the course period. Ragging in any form, within or outside the campus, is strictly prohibited. In case a student is found violating the rules of discipline, the Principal of the College shall take stringent action against him/her.

13. Grant of Terms:

90 percent attendance at Field Work and class Room teaching sessions is required for a student to be eligible for keeping the term. In very exceptional circumstances leave with prior permission of the Principal of the College may be granted with a condition of compensating the loss of educational days within the limit of 90%. The Principal of the college shall have the responsibility of and control over all matters pertaining to discipline and professional behaviour.

14. Job/Career opportunities:

The Job opportunities are one of the important output of MSW course.

JOB OPPORTUNITIES

- Family Court, Family Counselling centres
- Non-Governmental organizations (NGO) working on varies social issues
- Schools, Ashram Schools
- Mental Health Institutions and De-addiction Centres
- Govt. and Private Hospitals
- Blood Bank and Municipal Corporation Hospitals and Projects
- Community Health Projects, Govt. Health Departments
- Industries and multi-national groups/corporate sector such as small scale/medium/large scale industries, bank, hotels, institutions etc.
- Service Industries
- Social Development Officers, Consultant in NGOs
- Government projects for Watershed Development, Drinking water & sanitation
- Social Welfare officers in State Department of Social Justice
- Women and child development department, Tribal development department
- Research and Resource Organizations at national, international level.
- Panchayat Raj institutions various projects.
- Corporate Social Responsibility (CSR) projects
- Social Work Education
- Opportunity abroad for education and jobs
