

Department of Social Work (Delhi School of Social Work)

Master of Philosophy in Social Work

M. PHIL (SOCIAL WORK)

Two year Full Time Programme

Admission Bulletin 2012



UNIVERSITY OF DELHI

FOREWORD

The Department of Social Work has been in the forefront of social work education for more than 60 years. It has earned itself a name as one among the pioneering institutes of social work within India. It undertakes to serve aspiring social work professionals by offering courses at the post graduate, M Phil. and Ph.D programmes. The M.Phil. Programme is for duration of two years and is considered as an advanced course over a post-graduate degree. Primarily the course is aimed at training social work professionals for undertaking research activities in the various fields of social work practice. It aims to build their philosophical base with respect to the various field of social work practice and acquaints them with advances in various practice concerns. It enlightens the students with regard to the various philosophic debates within social work profession and practice.

The M Phil programme in Social Work is designed to sharpen the research skills of the aspirants. The idea is to offer them a basket of philosophical positions/ research /designs/skills/techniques which they can draw upon to serve the best interests of the profession. The traditional emphasis on quantitative approaches/methodologies is sought to be modified with the introduction of qualitative methodologies - these would result in offering the student an array of quantitative and qualitative, hopefully leading to a convergence of methods.

Similarly in the case of optional and elective papers offered, the idea is to build the philosophical base of the students as well as strengthen their existing knowledge base with the advances in that particular field. The student is thus exposed to a range of perspectives and standpoints.

With these thoughts I invite the aspirants of M. Phil. Programme to reach greater heights and offer them to explore their research interests with all the academic rigour that we command at the Department.

Dr. Sushma Batra
Professor & Head

MILESTONES

- ❖ **1946** Established at Lucknow by YWCA
- ❖ **1948** Shifted to Delhi. Was known as Delhi School of Social Work
- ❖ **1961** Became a constituent College of the University of Delhi
- ❖ **1976** M.Phil Programme was introduced
- ❖ **1979** Raised to the status of a Department under the Faculty of Social Sciences
- ❖ **1992** The University Grants Commission recognized it as a Department of Special Assistance (DSA)
- ❖ **1994** Bachelors Degree in social work was introduced in two undergraduate colleges of Delhi University
- ❖ **2004** UGC sanctioned, DSA Phase-III
- ❖ **2006** UGC sanctioned ASIHSS programme
- ❖ **2008** NACO sanctioned establishment of STRC.
- ❖ **2009** A Gender Resource Centre was granted by the Governing Council of Mission Convergence under the Chief Secretary, Government of NCT of Delhi to Centre for Community Action and Development at the Department.
- ❖ **2009 to 2012** DSSW has been ranked 2nd School of Social Work among top 15 professional colleges for Social Work in the country in the annual survey conducted by Outlook GFK Mode.

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THE DEPARTMENT

The Delhi School of Social Work, now known as Department of Social Work, University of Delhi, was the second school of social work to be established in India. It was the first to be recognized by a University for offering a programme of instruction leading to the Master's Degree in Social Work. The School was set up as the National YWCA School of Social Work at Lucknow in 1946, under the auspices of the National YWCA of India, Burma and Ceylon. In 1948, it was shifted to Delhi. In the beginning, the school offered Social Work courses of varying duration. From 1950 onwards, it started two-year training programme at the postgraduate level and became a constituent college of the University of Delhi. Subsequently, it was taken over by the University of Delhi in April 1961, as a Postgraduate Department in the Faculty of Social Sciences. Since 1992 it has been recognized as the Department of Special Assistance (DSA) by the University Grants Commission. The Department strives for:

- a) Imparting education and training in professional social work so as to provide qualified personnel in social development, welfare and allied fields;
- b) Developing knowledge, skills, attitudes and values appropriate to the social work profession;
- c) Promoting integration of theory and practice in the fields of social development and social policy; and
- d) Providing interdisciplinary collaboration for better understanding of human problems, situations, services and issues of social development.

The Department-offers the following courses in Social Work:

1. Postgraduate Programme in Social Work leading to M.A. Degree in Social Work
2. Pre-Doctoral Programme in Social Work leading to M.Phil. Degree in Social Work
3. Doctoral Programme in Social Work leading to Ph.D. Degree in Social Work

Besides offering these academic programmes, the Department is also actively engaged in research and field action programmes. Under field action programmes, the Department runs a Centre for Child and Adolescent Well Being (CCAW) and an extension and demonstration unit called Centre for Community Action and Development (CCAD). The CCAW was set up in 1971 to provide free diagnostic and therapeutic services to children and their families with emotional and behavioural problems. In addition to the clinical activities at the centre, the CGC also undertakes extension activities in neighbouring schools and communities. Gram Mahila Kendra initiated its activities in Burari Village in 1988 with a focus on non-formal education, healthcare and vocational training programmes for rural women.

M. PHIL. PROGRAMME IN SOCIAL WORK

I. Objectives

- (a) To provide an advanced course of study to post-graduates in Social Work
- (b) To provide basic training required for undertaking research work and to train them in conducting research in different areas of social work.
- (c) To prepare them for undertaking higher responsibilities in such areas as social work education, research, policy formulation, planning and administration

II. Course Structure

A. Core Courses (Compulsory for all candidates)

Course I Research Methods in Social Work and Statistics

Course II Review of Studies in Social Work

B. Optional Papers (Anyone of the following to be selected by the candidates)

1. Social Action and Social Movement
2. Social Development and Welfare: Perspectives and Policies

C. Elective Papers (Anyone of the following to be selected by the candidates)

1. Child Development
2. Community Development and Community Work
3. Ecology and Development
4. Gandhian Social Work
5. Health and Social Work
6. Human Relation and Employees Welfare
7. Persons with Disability and Social Work
8. Social Defence and Correctional Services
9. Social Work Education
10. Social Work with Elderly
11. Social Work with Families
12. Women's Welfare and Development
13. Youth Work
14. Tribal Development

Note: Due to the non-availability of teachers in the Department at a given point of time, a particular elective paper may not be offered during an academic session.

D. Dissertation (Compulsory)

The thesis work will be supervised by a supervisor assigned by the Department and evaluated by two examiners, one internal and the other external.

E. Viva-Voce (Compulsory)

This will test the student's ability to comprehend and integrate the knowledge acquired from different courses.

III. Eligibility

Any person who has obtained M.A. (Social Work) degree from any recognized university of India or abroad with 55% or more marks or equivalent grade shall be eligible to apply for admission to M. Phil. Social Work. Candidates awaiting their result of final year examination can also apply.

IV. Seats and Selection Process

1. The maximum enrolment in the M.Phil. Programme shall be 20 students.
2. All the candidates satisfying the minimum requirements need to pass in the Written Test and Panel Interview separately. Marks for the interview and written test are 100 each, and a candidate must obtain a minimum of 50% marks in each.
3. Reservation would be as per University rules.

V. Application Procedure

Admission Bulletin along with application forms shall be available from **6th July 2012** and may be obtained from the Department of Social Work against a cash payment of Rs. 650/- (Rs. 450/- for SC/ST/PWD) at the Department counter or by post or by downloading the form from website www.du.ac.in along with a demand draft of Rs.700/- (Rs. 500/- for SC/ST/PWD) drawn in favour of Registrar, University of Delhi, payable at Delhi. Last date for receipt of completed applications at the Department by hand or by post is **30th July, 2012 (Monday)**. (For further information, please contact 011-27667881 or 27662620 or E-mail at mphilsocialwork@gmail.com). The admission Test will be held on **4th August 2012 (Saturday)** at 10.00 a.m. only at Department of Social Work, Delhi University.

VI. Non NET UGC Fellowships

Admission to M.Phil. Programme under non-net UGC new scheme of Research Fellowships (also for those who are not in receipt of fellowship from any source), shall be in strict accordance with university guidelines as follows:-

1. The fellowship is at the rate of Rs. 5,000/- p.m. with contingency support of Rs. 8,000/- p.a. The minimum number of fellowships will be as per university guidelines.
2. The selection of students for the above mentioned Fellowships will be as per the merit list. Half of the fellowships (50%) will be for the reserved categories.
3. Duration of the fellowship will be as per the rules and regulations under the Ordinance for the M.Phil. Programme of the Department. No fellowship will be given for the extended period.

VII. Time Frame

The time frame for completion of M.Phil. Programme is 2 years from the date of admission. Only full time M.Phil. Programme is offered.

VIII. Scheme of Examination

The M Phil programme constitutes two parts. Part I consisting of theory papers and the other Part II consisting of dissertation. A candidate admitted to the M. Phil. Programme will be evaluated on the basis of performance in the Part-I Examination as well as dissertation and viva-voce.

The relative weightage of papers is as follows:

A. Core Courses (Compulsory)

Course I (Research Methods in Social Work & Statistics) **100 marks**

Part I (Research Methods) 50 marks

Part II (Statistics) 50 marks

Course II **100 marks**

Part I Review of Studies in Social Work (Examination) 50 marks

Part II Review of literature (Seminar Paper) 50 marks

Note: wherever the examination is held for 50 marks – the duration of the examination will be 2 hours only.

B. Optional Courses **100 marks**
(Anyone of the courses listed under II B)

C. Elective Courses **100 marks**
(Anyone of the courses listed under II C)

D. Dissertation **200 marks**

E. Viva-Voce **100 marks**

Total **700 marks**

The minimum percentage of marks required to pass will be 50% in each course and in the dissertation including viva-voce separately.

The successful candidates of the M.Phil. Examination shall be classified as follows:

1. 1st Division with distinction 75% marks in the aggregate or above.
2. 1st Division 60% in aggregate or above but below 75%.
3. Pass All others, subject to minimum of 50% marks in aggregate and in each course.

IX. Attendance

1. Every student shall be required to submit assignments prescribed by the teachers. S/he will be required to attend at least 75% of the lectures and seminars. Non-compliance of the above will result in automatic failure in the course. In no case, minimum requirement shall be less than two third of the lectures delivered and seminars held separately.
2. Regular attendance in Part-I is compulsory and the candidates will be required to join the course on a full time basis. At the end of Part-I, the candidates who have been declared successful proceed to Part-II.

X. Miscellaneous

1. Successful candidates of Part-I will start work on the selection of topics for their dissertation and preparation of the research proposal. The proposal shall be approved by the M.Phil. Committee and the allotment of supervisors will be made by the Head of the Department in consultation with teachers who have competence in the area of study.
2. A student who has secured 50% marks in at least two courses of Part-I examination may be allowed to proceed for his/her dissertation work. Such a student, however, shall be permitted to submit dissertation only when he/she has passed the examination in all the courses as prescribed in Part-I.
3. A student who performs at a prescribed level (75% marks in the aggregate of Part-I Examination) may be allowed to proceed to the Ph.D. Programme without being required to take the Part-II examination.
4. A student who has been allowed to proceed to the Ph.D. Programme shall, however the option to return to the M.Phil. Programme at a later stage. Such a student shall be required to clear the M.Phil. Programme within the overall time frame from the date of his initial registration to the full-time M.Phil. Programme.
5. Candidates who secure at least grade 'B' (50-54 numerical equivalents) both in respect of courses and the dissertation separately shall be recommended by the M.Phil. Committee, for the award of M.Phil. Degree in Social Work.
6. No student shall be allowed to appear in any part of the examination more than twice and a student must clear the M.Phil. Examination within two years of his/her initial registration for the M.Phil. full time Programme.

DETAILS OF FEE FOR M. Phil. PROGRAMME

PART I

University Dues

Admission Fee	240.00
Tuition Fee	250.00
Enrolment Fee	150.00
Library Development Fee	500.00
University Library Security (Refundable)	1000.00
University Development Fund	600.00
Students' Union	10.00
Athletics Association	10.00
WU.S. Health Centre Membership	150.00
Examinations	710.00
Cultural Fee	10.00
NSS	10.00

Department Dues (ARGF)

Identity Card	50.00
Computer Charges	2000.00
Research Colloquium	500.00
Union Fund	500.00
First Aid	50.00
Sports Fund	500.00
Students' Aid Contribution	400.00
Annual Day Contribution	500.00

Hostel Dues

Caution money (Refundable)	1500.00
Mess security	1000.00
Electricity & Water	2500.00
Common Room	500.00
Room rent	600.00
Establishment	1000.00
Cultural fund	300.00
Telephone	200.00
Student amenities	500.00
Medical provision	240.00
Crockery & utensils	100.00
Furniture & Fixtures	100.00
Mess Dues	Subject to actual

(Foreign students are required to pay in US Dollar as per University norms)

PART II

Admission Fee	240.00
Tuition Fee	250.00
University Development Fund	600.00
Students' Union	10.00
WU.S. Health Centre Membership	150.00
Examinations	710.00
ARGF	4,000.00

FACILITIES/ACTIVITIES IN THE DEPARTMENT

Library: The departmental library caters to the academic needs of postgraduate students and research scholars of Social Work and allied disciplines. It has a collection of over 30000 books and 70 journals in Social Work and allied disciplines. The library is upgraded with recent arrivals in Social Work theory and practice from time to time. The collection of volumes and journals in the library are geared particularly to address the academic needs of research scholars.

Hostel: The department hostel provides furnished accommodation to men and women students pursuing M.A., M.Phil. and Ph.D. Programmes in Social Work. Accommodation to M.Phil. and Ph.D. Scholars is provided only for the duration of the course. A separate form for admission to the hostel should be filled at the time of joining the Department. Admission to the hostel, however, is not guaranteed and shall be finalized by the hostel admission committee as per the criteria laid down by them. Meals in the hostel mess are compulsory. Both vegetarian and non-vegetarian food is served in the mess. The dining room and the common room of the hostel are common for both men and women. Details regarding the hostel facilities/discipline are provided in the hostel bulletin to be purchased at the time of applying for hostel accommodation.

Computer Lab: The Department has a well-equipped computer lab with university wide network and internet facility on the campus. The computer lab helps students in data processing and data analysis for their research work.

Medical Aid: Students living in the hostel are required to contribute Rs. 5/- monthly to the World University Service Health Care (WUS). In return, they will be entitled to outdoor and domiciliary medical aid. If a doctor of the WUS Centre is required to visit a student at the hostel the student will have to pay Rs. 2/- for each visit. Costly medicines and injections will also have to be paid for by the student. In case of leave on medical grounds, residents are advised to submit medical certificate from WUS. As far as non-resident students are concerned, if the Department is not satisfied with the medical certificates submitted by them for leave on medical ground, their cases may be referred to the WUS for expert opinion.

Students' Union: The Department has a Students' Union which seeks to promote the educational, social and professional interests of the students. It organizes a number of activities like debates, games, cultural programmes, etc.

Sports Activities: Facilities for indoor games and outdoor games (Badminton only) are provided to the students of the Department. Those students who are interested in outdoor games are advised to register themselves with the Delhi University's Sports Council which is located at a walking distance of ten minutes from the Department. The Department observes a 'Sports Day' during February - March each year.

Annual Day: The Department celebrates Annual Day every year in the month of March.

Research Colloquium: The students are also to benefit from the research colloquium organized from time to time at the Department – where presentations of research projects/M. Phil. and Ph.D. pre- submissions are organized.

MEMBERS OF THE FACULTY

Dr. Sushma Batra (Head)

Designation: Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

M.Phil. (University of Delhi), Dip. Statistics (ISI, Kolkota),

Ph. D. (University of Delhi)

Area of Interest: Social Work Research & Statistics, Person with Disability, Social Work with Older Persons

Dr. Sanjai Bhatt

Designation: Professor

Educational Qualification: M.A. (Social Work, Lucknow University),

L.L.B., Ph. D. (Lucknow University)

Area of Interest: Social Legislation, Social Security, HRD, Employees Welfare

Dr. Manoj K. Jha

Designation: Associate Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

Ph.D. (University of Delhi)

Area of Interest: Ethnic Conflict, Majority-minority relations, Social Policy and Development Concerns, Political Advocacy, Dalit Issues.

Dr. Pamela Singla

Designation: Associate Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

M.Phil. (University of Delhi), PG Dip. Personal Management (University of Delhi)

Ph. D. (University of Delhi)

Area of Interest: Gender and Development, Social Development and Social Policy

Dr. Neera Agnimitra

Designation: Associate Professor

Educational Qualification: M.A. (Social Work, University of Delhi)

M.Phil. (University of Delhi),

Ph.D. (University of Delhi)

Area of Interest: Social Development, Ecology and Environment, Community Work and Community Development

Dr. A. Shahin Sultana (on leave)

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, Bharatiyar University, Coimbatore)

M.Phil. Bharathiar, Coimbatore University

Post Graduate Diploma HRM (Pondicherry University), Diploma in Early Child Care and Education (ECCE) IGNOU, New Delhi

Ph.D. (University of Madras)

Area of interest: Family & Child Welfare, Human Rights, Women's Development

Dr. Archana Kaushik

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

Ph.D. (Jamia Millia Islamia)

Area of interest: Elderly and Social Work, HIV/AIDS

Dr. A. Malathi

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

M.Phil. (University of Delhi),

Ph.D. (Jamia Millia Islamia)

Area of Interest: Environment, Social Work Research, Community Organization, Social Development & Social Policy

Dr. Seema Sharma

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

M.Phil. (University of Delhi)

Ph.D. (University of Delhi)

Area of Interest: Human Resource Management, Social Development

Dr. Nemthianngai Guite

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),

M.Phil. (J.N.U.)

Area of Interest: Community Health and Social Work

Ms Shashi Rani Dev

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work,),

M.Phil.(J.N.U.)

Area of Interest: Social Legislation, Social Defense and Women and Development

MEMBERS OF STAFF IN THE SUPPORTING UNITS

FIELD WORK UNIT AND PLACEMENT CELL	:	Dr Pamela Singla Director
CENTRE FOR CHILD AND ADOLESCENT WELL BEING (CCAW)	:	Prof. Sanjai Bhatt Hon. Director Ms. Charu Sethi Social Worker
CENTRE FOR COMMUNITY ACTION AND DEVELOPMENT (CCAD)	:	Dr. Neera Agnimitra Hon. Director Ms. Bhawana Prasad Social Worker
ADMINISTRATION	:	Mr. Madan Mohan Section Officer, Administration Ms. Neelam Malhotra Section Officer, Administration
LIBRARY	:	Mrs. Naresh Guglani Assistant Librarian M.A., B.Lib.Sc.

UNIVERSITY OF DELHI

NOTICE

Abstract of the letter No. Aca.I/2006-07/T.R.No. 226 dated 4/05/2007 from the Register, University of Delhi addressed to the Head, Department of Social Work, University of Delhi, and Delhi-110007.

It has been noticed that a large number of students face difficulty in getting their photographs and other documents attested for submission to the University. To void this difficulty, the University has decided to accept the self-attested copies of documents/papers provided by the students. It is made clear that if any false attestation/falsified records are detected, the student will be debarred from attending any course in the University or its college (s) for next five years and in addition, a criminal case under relevant section of IPC (viz. 470, 471, 474 IPC etc.) will be instituted against him, to subject him to the requisite criminal proceeding.

TENTATIVE CALENDAR FOR M.PHIL.PROGRAMME

1. Commencement of Classes for M. Phil Part-I: 21st August 2012
2. Part-I Examination : 20th – 27th March 2013
3. Preparation of Research Proposal : 27st March–20th April 2013
4. Submission of Proposal : 22nd April 2013
5. Declaration of Result of Part-I : 2nd May 2013
6. Presentation of the Proposal : First Week of May 2013
7. Submission of Revised Proposal : 15th May 2013

Commencement of M.Phil.Part II

8. Review of Literature : 20th May- 19th August 2013
(3 Months)
9. Finalization of Tools of Data Collection : 30th September 2013
10. Data Collection : 1st October-5th December 2013
11. Winter Vacation : 6th December-5th January 2014
12. Data Processing : 6th January-31st January 2014
13. Report Writing : February-March 2014
14. Writing Seminar Paper : First two weeks of April 2014
15. Submission of Seminar Paper : 22nd April 2014
16. Pre-Submission Seminar : Last week of April 2014
17. Thesis Submission : August 2014

Location of the Department

The Department is situated at the entrance of North Campus of the University of Delhi. It is just 200 meters away from Vishwa Vidyalaya Metro Station, Nearest DTC bus stops are: DSW, Mall Road and Timarpur Chowk (Ring Road). A few DTC routes that cater are: 103, 104, 105, 112, 120, 135, 185, 192, 193, 212, 259, 883, 971, 982 and Mudrika (+&-).

Important Dates

Issue of Prospectus and Application Form	6 th July to 30 th July 2012
Last Date for Submission of Application Form	30 th July 2012, Monday
Entrance Test	4 th August 2012, Saturday
Result of the Entrance Test	6 th August 2012, Monday
Panel Interview	11 th August 2012, Saturday
List of Successful Candidates	13 th August 2012, Monday
Commencement of Classes	21 st August 2012, Tuesday

Contact Us:-

Post	Department of Social Work, 3, University Road, University of Delhi, Delhi-110007
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Website	www.du.ac.in