

COMMON PROSPECTUS- 2018

**(Master of Arts in - Social Work, Social Communication,
Rural Management & Gandhian Studies & Buddhist Studies)**



NATIONAL INSTITUTE OF SOCIAL WORK AND SOCIAL SCIENCES

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A. THE DEPARTMENTS AND PROGRAMMES OF STUDY

I. M.A. IN SOCIAL WORK

The Institute offers a two-year full-time Post-Graduate course leading to Master's of Arts Degree in Social Work of Utkal University. The annual intake of students is **sixty four (64)**. The pattern of the course is generic in nature and in the Semester Pattern under the Choice Based Credit System. However, it provides for electives in respect of different special areas. The medium of instruction in the course is English.

a) THE COURSE

The course has been designed to expose the students to the intricate mores, divergent socio-cultural milieu and social and personal constraints against which the philosophy and practice of social work has an up-hill task. It also aims at inculcating in them genuine motivation and active interest for social service, while endowing them with adequate professional competence for social work and community action. The strategy is to impart scientific knowledge, and develop in them appropriate skills. This will enable them to help resolve the socio-economic and psychological constraints, as also the challenges which individuals and communities are likely to face.

While the course has a holistic content, with focus on the total development of the human personality in its multi-dimensional aspects, it also helps the students to develop professional competence in certain specialised fields depending upon their aptitude, interest and commitment. They also get chance to be associated in the various research schemes, training programmes and action projects being simultaneously undertaken in the various departments of the Institute. The curriculum of the course consists of 30 papers in all with 25 theory papers and 5 practical papers (Field Work& Dissertation)

b) ELIGIBILITY CRITERIA

- i) Candidates with a Bachelor's Degree in Social Work, Arts, Science or Commerce of a recognised University, with 50% marks in the aggregate, (45% for SC/ST) are eligible to apply for admission. Reservation of seats will be made for SC/ST and candidates of other special categories as per Rules.
- ii) Academic record, performance in entrance tests, nature of co-curricular activities, social service or practical field experience in action situations, if any, will form the basis for selection of candidates for admission to the course. Those sponsored by welfare organizations will be preferred.

c) JOB OPPORTUNITIES

Social Work professional can work in Government, Private, Corporate, National and Inter-National Organisations and NGOs, set up own organization, etc. Social Work professional can work as Community Development Officers, Programme Officers, Rural

Development Officers, Jail Probationary Officers, Rehabilitation Officers, Research Officers, Research Associates, Research Directors, coordinators for various development programmes, Labour Welfare Officers, Mother and Child Development Officers, Counsellors, Family Counsellors Rural Managers, Relief and Rehabilitation Coordinators, Health programme Managers, Human Resource Managers. The Social Work professionals can also join as Bureaucrats, Local level Administrators, etc.

d) COURSE STRUCTURE UNDER THE SEMESTER PATTERN

Semester - I

Paper	Course Code	Course Title	Marks
01	SWFC-01	Foundation of Social Work: History, Philosophy Ethics, and Theories in Social Work	100
02	SWFC-02	Social Science Concepts II: Social Structure, Social Institutions and Social Change	100
03	SWFC-03	Social Science Concepts II: Political, Judicial and Economic System	100
04	SWFC-04	Social Science Concepts III: Poverty Inequality and Social Exclusion	100
05	SWFC-05	Social Science Concepts IV: Psychological Concepts, Human Behaviour and Relationships	100
06	SWFC-06	Orientation Visit, Group Lab, Concurrent Field Work	200
Total:			700

Semester – II

07	SWCP-01	Working with Individuals	50
08	SWCP-02	Working with Groups	50
09	SWCP-03	Working with Communities	100
10	SWCP-04	A Human Rights Approach to Social Work Practice	100
11	SWCP-05	Social Welfare Administration	100
12	SWCP-06	Social Work Research and Statistics	200
13	SWCP-07	Concurrent Field Work+ Rural Camp	200
Total:			700

Semester - III

Paper	Course Code	Course Title	Marks
14	SWCP-08	Child Protection and Child Rights	100
15	SWCP-09	Social Work with Women: Issues of Gender and Development	100

16	SWCP-10	Ethnic Sensitive Social Work Practice in India	100
17	SWCP-11	Rights of Persons with Disabilities and their Rehabilitation	100
18	SWCP-12	Community Health and Social Workers	100
19	SWCP-13	Social Management	100
20	SWCP-14	Concurrent Field Work	200
21	SWEP-01	School Social Work	50
	SWEP-02	Working with Women	
	SWEP-03	Working with Alcoholics and Substance Abusers	
	SWEP-04	Correctional Social Work	
	SWEP-05	Counselling in Social Work	
	SWEP-06	Social Work with the Elderly	
	(Any One)		
Total:			850

Semester - IV

22	SWCP-15	Development Theories and Strategies: Issues Challenges and Responses	100
23	SWCP-16	Social Work Practice in Urban Areas	100
24	SWCP-17	Social Work Practice in Urban Areas: Migration, Unorganized Labour and Livelihoods	100
25	SWCP-18	Social Policy, Planning and Implementation	100
26	SWCP-19	Development Communication	100
27	SWCP-20	Sustainable Agriculture	100
28	SWCP-21	Dissertation: Research Project	100
29	SWCP-22	Concurrent Field Work+Block Placement	100
30	SWEP-07	Entrepreneurship Development	50
	SWEP-08	NGO Management	
	SWEP-09	Project Management	
	SWEP-10	Disaster Management	
	SWEP-11	People Centred Advocacy	
	(Any One)		
Total:			850

e) DR. AMBEDKAR CHAIR OF SOCIAL WORK

As a token of encouragement of our humble efforts, the Government of India has instituted a Chair in the year, 1994-95 in the name of Baba Saheb Dr. B. R. Ambedkar in the P.G. College of Social Work. Since its inception, the Chair has been actively engaged in a variety of programmes which include memorial lectures, researches, seminars, workshops, study groups and translation of writings and speeches of Baba Saheb. The students pursuing courses in Social Work instituted by this College are encouraged to participate in myriad ways and benefit from the various programmes and activities held under the Chair.

f) NISWASS ALUMNI ASSOCIATION OF SOCIAL WORK PROFESSIONALS

The Post Graduate College of Social Work, established by NISWASS being first of its kind in the whole of Eastern India, took up the task of preparing Social Work professionals with a focus on the pressing needs and problems of the poor and deprived communities of the region, and more specifically of Orissa. The College has produced 31 batches of successfully trained professional Social Workers who have taken up careers and are continuing with success in their endeavours through leadership and service to society. In order to link the passed-out professionals with the College and to have a continued interaction between those at the practice and social work education levels, NISWASS ALUMNI ASSOCIATION OF SOCIAL WORK PROFESSIONALS has been established in this Institute. The Alumni Association has been placed under the charge of a faculty member of the Institute, who carries out various activities relating to bringing about nexus between the practicing professionals and the social work educators in the Institute.

g) THE BEST SOCIAL WORKER AND BEST VOLUNTEER AWARDS

The Founder's Running Trophy for the Best Social Worker and Best Volunteer is awarded separately to any of the final year students, adjudged the best, by different wings of the Institute.

SL No.	PARTICULARS	1st Sem.	2nd Sem.	3rd Sem.	4th Sem.
1	Admission Fee	5000.00	-	-	-
2	Tuition Fee*	3500.00	3500.00	3500.00	3500.00
3	Library Fee	1500.00	1500.00	1500.00	1500.00
4	Internal Examination Fee	250.00	250.00	250.00	250.00
5	Reading Materials/Handouts	500.00	500.00	500.00	500.00
6	Field Work manual/Field Diary	500.00	500.00	500.00	500.00
7	Field Supervision Fee	1000.00	1000.00	1000.00	1000.00
8	Observation Visit Fee	1000.00	-	-	-
9	ICT and Computer Lab. Service	2000.00	2000.00	2000.00	2000.00
10	College Journal and Magazine Fee	500.00	250.00	500.00	250.00
11	Community Service Fund	250.00	250.00	250.00	250.00
12	Sports, CDC & NSS Fees	500.00	-	500.00	-
13	Extra-Curricular Activities	500.00	-	500.00	-
14	Identity and Library Card	200.00	-	-	-
15	College Development Fund	2500.00	2500.00	-	-
16	Language Lab Fee	500.00	-	-	-
17	Annual Day Fund	500.00	-	500.00	-
18	Caution Deposit	500.00	-	-	-
19	University Registration Fees	150.00	-	-	-
20	Bank Transaction Fee	50.00	50.00	50.00	50.00
21	Placement Brochure	-	-	-	1000.00
22	Alumni Association Fee	-	-	-	500.00
	Semester Total	21400.00	12300.00	11550.00	11300.00
	Total Course Fee	56,500.00			

* 50% concession for SC/ST/BPL students on tuition fee only.

** Rural Camp is compulsory and the expenses are to be borne by the students only.

II. M.A. IN SOCIAL COMMUNICATION

The Centre offers a **two-year full-time post-graduate course leading to an M.A. Degree in Social Communication** under the auspices of the Utkal University that is acceptable at all-India level. The annual intake of students is **sixteen**. The pattern of the course is generic in nature, but it provides for adequate exposure to various fields and techniques of social development communication. The medium of instruction is English.

The objective of the course is to impart adequate knowledge, and to develop in the student appropriate skills to meet the theoretical and practical needs of a professional communicator, a working journalist and for that matter any media person. While the course has a holistic content, with focus on the total development of the human personality, it will help the students to develop competence in the field of communication depending upon their personal aptitude and social commitment. The students get a chance to be associated with various schemes, publication programmes and action projects simultaneously being undertaken in the Centre.

The students will work in a newspaper-simulated environment where classroom lectures are supplemented with work on a monthly four-page training newspaper. Towards the end of the course, the work will be on a daily basis. To ensure that the training is relevant to the needs of the modern newspaper and other media, all writing, editing and page-making functions are to be carried out on computers.

a) THE COURSE

The course on Social Communication has been designed keeping in view the socio-economic situation of the country in general and the State of Orissa in particular, which is particularly marked by poverty and inequality. The causes of the growing gap between poverty and affluence, among others, are the traditional social barriers and the unresponsive attitudes of the social managers and dominant sections of society in general. The curriculum enables the students to learn the art and the science of conscientising the people, mobilising the poor people, revitalising the socio-cultural roots of the indigenous people, reducing the information and knowledge gap and effectively empowering them to shape their destiny and that of society as a whole. Briefly stated, the course teaches about information elitism, poverty of information and the strategies to overcome them.

Mainstream communication in India remains establishment-oriented and status quoist, while the people of the Fourth World, the indigenous, the Dalits have been left out of such communication processes and thus remain poor and powerless. This kind of communication is dominating and alienating. The course to be taught in CEDEC therefore, is change- and development-oriented; its methods are dialogical, social and human as against formal, top-down and hardware-oriented. It is humanising and liberative communication.

The young trainees are required to prepare a social communication and mobilisation action plan to reach the Fourth World, to critically analyse their iconoclastic situation and

resort to an advocacy agenda so as not only to enable them to solve their basic and cultural needs but also to evolve a strategy for building an informal, active and participating society.

The students also learn communication philosophies, technologies, methodology, policy strategies, innovations, networks and monitoring of the media programmes, formulating alternative media, skill and capacity building for reaching the unreached, documentation and publication, new challenges and paradigms, and action agenda for the future and, above all, the mechanics of development communication and journalism. The trainees, during field work, function as grass-root communicators, animators and rural journalists and volunteers among the deprived communities.

Communication, unless used for people's development, can become a Frankenstein's monster. Keeping this in mind, students are also taught about socially relevant and locally useful media patterns. Training is imparted to resident rural practitioners rather than troupes located in towns, so as to make them actual social communicators and oral operators. Hence preference is given to students from a background of oral and traditional culture.

Networking of social communication and Journalism would be a desirable effort between communities' villages and even individuals for dissemination of change messages. Hence training is imparted to students to learn about media organisations, media managers as well as various media practices and turn them into fully-fledged media professionals who will find ready employment in both Governmental and non-Governmental sectors as well as various media and advertising agencies, besides functioning as freelance journalists and public relation managers.

b) ELIGIBILITY CRITERIA

- i) Candidates with a Bachelor's Degree in Social Work, Arts, Science or Commerce of a recognised University, with 50% marks in the aggregate (45% for SC/ST) are eligible to apply for admission. Reservation of seats will be made for SC/ST and physically challenged candidates as per Rules.
- ii) Academic record, performance in entrance tests, nature of co-curricular activities, social service or practical field experience in action situations, if any, will form the basis for selection of candidates for admission to the course. Those sponsored by welfare organisations or media may be given preference, other things being equal.

c) JOB OPPORTUNITIES

A degree in Social Communication leads to a career in Media (Electronic and Print), NGO's, Public Relations, Corporates and Corporates Social Responsibility (CSR) Sectors viz. Newspaper and TV Journalists, Public Relation Officers, Advertising Copy Writers, Content Writer, Visualizer in Ad Agencies, Corporate Communication Officers in Media and Public or Private Sector, Documentation Officers, Media Strategist, IEC Specialist in NGO's and Civil Society Organisations.

d) COURSE STRUCTURE UNDER THE SEMESTER PATTERN**Semester – I**

Paper	Course Code	Course Title	Marks
01	SCFC-01	Communication: Concepts, Principles and Theories	100
02	SCFC-02	Development of Media	100
03	SCFC-03	Mass Media and Society	100
04	SCFC-04	Communication, Language and Society	100
05	SCFC-05	Reporting	100
06	SCFC-06	Practical Field Work and Viva Voce	100
Total:			600

Semester - II

07	SCCP-01	Tribal Communication	100
08	SCCP-02	TV and Radio	100
09	SCCP-03	Development Communication	100
10	SCCP-04	New Media Technology	100
11	SCCP-05	Editing	
12	SCCP-06	Practical Field Work and Viva Voce	200
Total:			600

Semester - III

13	SCCP-07	Communication Research and Statistics	100
14	SCCP-08	Media Management, Laws and Ethics	100
15	SCCP-09	Advertising and Public Relations	100
16	SCCP-10	Communication and Conscientization	100
Discipline Specific Elective (Any One)			
17	SC (DSE)-11	i) Electronic Journalism ii) Cyber Journalism	100
18	SCCP-12	Internship and Practical Viva Voce	100
Total:			600

Semester - IV

19	SCCP-13	Inter-Cultural Communication	100
20	SCCP-14	(Specialization in any one) a) Print Journalism b) Radio Journalism c) TV Journalism	100

Paper	Course Code	Course Title	Marks
Skill Enhancement paper			
21	SC (SEP)-15	Layout, Design and Production	100
General Specific Elective (Any One)			
22	SC(GSE)-16	i) Social Welfare Administration ii) NGO Management	100
23	SCCP-17	Seminar/Workshops/Conference (Attachments)	100
24	SWCP-18	Dissertation/Research Project (Theory) and Viva Vove	100
Total:			600

FEES STRUCTURE FOR MSC					
SL. No.	PARTICULARS	1st Sem.	2nd Sem.	3rd Sem.	4th Sem.
1	Admission Fee	5000.00	-	-	-
2	Tuition Fee*	3500.00	3500.00	3500.00	3500.00
3	Library Fee	875.00	875.00	875.00	875.00
4	Internal Examination Fee	250.00	250.00	250.00	250.00
5	Reading Materials and Handouts	375.00	375.00	375.00	375.00
6	Field Work Manual and Diary	350.00	350.00	-	-
7	Field Work Supervision Fee	425.00	425.00	425.00	425.00
8	Observation Visit	1000.00	-	-	-
9	Computer Lab. Service Fee	1625.00	1625.00	1625.00	1625.00
10	College Journal and Magazine Fee	250.00	250.00	500.00	250.00
11	Community Service Fund	200.00	200.00	200.00	200.00
12	Sports CDC&NSS Fees	500.00	-	500.00	-
13	Extra-Curricular Activities	500.00	-	500.00	-
14	Identity and Library Card	200.00	-	-	-
15	Centre Development Fund	2500.00	-	2500.00	-
16	Language Lab Fee	500.00	500.00	-	-
17	Media Lab Fee	500.00	500.00	500.00	500.00
18	Caution Deposit	500.00	-	-	-
19	Placement Brochure	-	-	-	1000.00
20	University Registration Fees	150.00	-	-	-
21	Bank Transaction Fee	50.00	50.00	50.00	50.00
22	Annual Day Fund	500.00	-	500.00	-
23	Alumni Association Fee	0.00	-	-	500.00
	Semester Total	19750.00	8900.00	12300.00	9550.00
	Total Course Fee	50,500.00			

* 50% concession for SC/ST/BPL students on tuition fee only.

** Rural Camp is compulsory and the expenses are to be borne by the students only.

e) K. R. NARAYANAN CHAIR

As a tribute to its patron, CEDEC has established a Chair on Social Communication named after Shri K. R. Narayanan, Former President of India. Its programmes, among others are, to undertake research, training and communicative action intended for the development of the depressed and deprived people of the country. The Chair works as a media centre and think-tank of CEDEC and also engages in information diffusion, community itself motivation, conscientisation, printing and publication.

f) CEDEC ALUMNI ASSOCIATION FOR SOCIAL COMMUNICATION PROFESSIONALS

Ever since its inception, the College has produced many Professional Social Communicators who are now the front runners of CEDEC's ideology and represent it in various forums. The Institute coordinates this vibrant alumni's in one thread under the agies of CEDEC Alumni association and makes sure to invite each one of them personally on the Foundation-Day of the Institute.

g) TRAINING IN COMPUTER

Formal computer training is an integral part of the course curriculum, besides which training is also imparted in a host of relevant software like page maker, Photoshop, Ms Office, Excel etc. At the end of the session, the students are provided with certificates from leading institutions.

h) PHOTOGRAPHY & VIDEOGRAPHY

We believe in empowering social communicators, with the latest available technical skills viz. photography and videography courses. These courses are taught by one of the best professionals in the field. The students at the end of the session validate themselves by preparing photo features and documentary films, on different subjects.

i) THE BEST SOCIAL COMMUNICATOR & BEST VOLUNTEER AWARDS

The Coordinator's Running Trophy for the Best Social Communicator and Best Volunteer has been instituted to award the final year students, adjudged the best in both categories, by different wings of the Institute.

III. M.A. IN RURAL MANAGEMENT AND GANDHIAN STUDIES

Development of rural areas and the rural people has been the dominant agenda on the development planning in India since some times past but evolving of a broad consensus to view it as a process of economic, political and social transformation through a strategic and scientific management has been only a recent phenomenon. The development policies

pursued in early 1950s and 1960s expected the rural poor's to gain benefits from the 'trickle-down' paradigms of GNP (Gross National Product) route to economic growth and the overall technological progress. However, despite an impressive economic growth and technological advancement, the problems of rural poverty, stagnation and alienation remained awfully illusive and abortive. To make the situation still worse, with the advent of the competitive market economy under the impact of LPG (Liberalization, Privatization and Globalization), the whole issue of socio-political rights of the rural people came to be viewed under the backdrop of functionality of the economy rather than the ethical considerations. The success of developmental projects and programmes, instead of being measured as means to greater ends, was relegated to whims of the input-output system of economic gain and loss.

Propelled by such considerations, the allocation of resources in the development plans led to widening rather than narrowing the income and wealth inequalities in the Indian society all-around. So much so, the government's initiatives in the matter of income redistribution was also side-tracked on back-foot because of its receding role in the Structural Adjustment Programmes advocated under the global market system. Eventually, this aggravated the problem of rural poverty, which manifested itself into unemployment, inequality, ill-health, insanitation, malnutrition, squalor in particular and the politico-economic structural disabilities in general. Thus, arresting poverty and structural disparities which were more severe in rural than in urban areas posed as the biggest bottleneck in the march towards planned national development. Hardly to mention, the quest for social justice and non-exploitative social order was bound to remain a dream unless a firm foundation for socio-cultural transformation of India's villages is not properly laid upon. If that is to be so, none has brought this fact more close to heart of the problem than the country's own Father of Nation, Mahatma Gandhi who held the view that '*if the village perishes, India will perish too*'.

Against this backdrop, an imperative need had long been felt by the Founders of NISWASS to engineer a complete new wave of thinking, appropriate to adherence of concepts, theories, tools and strategies of rural management by utilizing the knowledge available in the domains of present-day management sciences, social disciplines and the humanities. Viewed in this perspective, the **M.A. in Rural Management & Gandhian Studies** at NISWASS, has been designed to bring into focus and define the epistemological contours of rural policy, analysis, experimentation and action. Since Rural Management holds key to the task of nation-building, the application of the tools, techniques and approaches of intervention, culled through the theoretical and praxis methodologies of the proposed course could address hopefully towards transformation of Indian rural society from the traditional isolation to the mainstream of national life. The Founders of the course seek to

evolve a transformed rural society by raising a committed and conscientized team of trained manpower with a pragmatic interventive approach to solve the present-day maladies of rural India.

a) THE COURSE

The course of **M.A. in Rural Management & Gandhian Studies** has accordingly been designed by NISWASS, the first of its kind in the State of Orissa. This is a two-year full-time course, in Semester Pattern under the Choice Based Credit System acceptable at an all-India basis. The annual intake of candidates for admission to the course is **thirty (30)**. The methodologies of the course veer around imparting the analytical and conceptual tools required for understanding the present-day maladies of rural people particularly in the context of groups and communities belonging to the oppressed and marginalized sections of society. The Indian society in general and the state of Orissa in particular would provide matrix and a case study for detailed analysis of the rural social structure which would help in formulating the concepts and practices of Rural Management.

The Master Degree in Rural Management & Gandhian Studies Course aims to give holistic perspective on different facts of management enabling the students to build a strong managerial carrier. In keeping with NISWASS's strong commitment to build rural development, evaluation of performances of students are made on a continuous basis through regular tests, assignments, presentations mid-semester examinations to ensure highest academic standards. Apart from class room sessions students shall have exposure to seminars, workshops, conduct case studies, exposure visits and rural camp.

The curriculum of the course has been so designed as to aim at equipping the students with a broad-based knowledge, skills, values and attitudes appropriate to understanding of the rural society and its socio-cultural, and politico-economic development context. The course would help to groom the personality of students into developing a mature outlook to confront, modify and even challenging maladies surrounding the rural people and their socio-economic development and stir them towards more innovative thinking. In this process, the teacher and the taught would learn, reflect and critically analyse the propriety and rationale of certain bizarre and perverse practices in rural management.

The curriculum of the course consists of 25 papers in all, with 20 Theory Papers and 5 Practical (Field Work and Dissertation).

b) ELIGIBILITY CRITERIA

- i) Graduates from any discipline from a recognised University with 45% for general and 40% marks for SC/ST in aggregate can apply. Reservation of seats will be made for

SC/ST and physically challenged candidates as per rules. Those who are in the final year and expect to complete all the requirements of graduation by the beginning of the selection process in the present course can also apply.

- ii) Academic record, performance in personal interviews, nature of social service or practical field experience shall form the basis for selection of candidates for admission to the course.
- iii) The Institute would welcome employees of NGOs, engaged in rural development and those associated with Gandhian Institutions, as sponsored candidates who should hold a Graduate Degree in any stream-Science, Arts, Commerce and Management.

c) JOB OPPORTUNITIES

A degree in Rural Management and Gandhian Studies leads to a career in Development Sectors, Nationalised Banks, Corporate Social Responsibility in industries, Private Banks, Regional Rural Banks, Insurance Sectors, Cooperatives, Micro Finance, Research and Documentations, Teaching, Consultancy Non-Governmental Organisations and Government Departments and Projects.

d) NISWASS ALUMNI ASSOCIATION OF RURAL MANAGEMENT PROFESSIONALS

In order to link the passed-out professionals with the College, and to have a continued interaction between those at the practice and Rural Management education levels, NISWASS ALUMNI ASSOCIATION OF RURAL MANAGEMENT PROFESSIONALS, has been established in this Institute. The Alumni Association is placed under the charge of a Faculty member of the Institute, who carries out various activities relating to bringing about nexus between the practicing professionals and the Rural Management Educators of the Institute.

e) BEST RURAL MANAGER AND BEST VOLUNTEER AWARDS

The Founder's Running Trophy for the Best Rural Manager and Best Volunteer will be awarded separately to any of the final year students, adjudged the best by different wings of the Institute.

f) THE COURSE STRUCTURE

First Year: Semester - I

Paper	Subject	Mid-Sem Marks	End-Sem Marks	Total Marks
101	Introduction to Management	20	80	100
102	Rural Management & Gandhian Vision	20	80	100
103	Managerial Economics	20	80	100
104	Rural Society	20	80	100
105	Rural Entrepreneurship and Industrialization	20	80	100
106	Community Field Work-I	30	70	100
Total		130	470	600

First Year: Semester - II

201	Local Governance and Panchayati Raj System	20	80	100
202	NGO and Project Management	20	80	100
203	Development Economics	20	80	100
204	Organisational Behaviour	20	80	100
205	Community Field Work-II	30	70	100
<u>Discipline Specific Elective-I (Any One)</u>		20	80	100
206	1) Human Resource Management 2) Corporate Social Responsibility 3) Environment Management			
Total		130	470	600

Second Year: Semester - III

301	Financial Management ²⁰	80	100	
302	Rural Marketing Management	20	80	100
303	Research Methodology and Quantitative Techniques	20	80	100
304	Agency Field Work	30	70	100
<u>Discipline Specific Elective-II (Any One)</u>		20	80	100
305	1) Agribusiness Management 2) Disaster Management 3) Cooperative Management			
<u>Generic Elective (Any One)</u>		20	80	100
306	1) Human Rights 2) Community Development 3) Communication Skills: Theory and practice			
Total		130	470	600

Second Year: Semester – IV

401	Accounting for Rural Management	20	80	100
402	Rural Livelihood Management	20	80	100
403	Rural Finance and Banking	20	80	100
404	Natural Resource Management	20	80	100
405	Dissertation	50	100	150
406	Internship	20	30	50
407	Computer Application, MIS (SEC-I)	20	80	100
Total		170	530	700
Grand Total of the Semester (I+II+III+IV)		560	1940	2500

FEES STRUCTURE FOR MRS					
SL. No.	PARTICULARS	1st Sem.	2nd Sem.	3rd Sem.	4th Sem.
1	Admission Fee	10000.00	-	-	-
2	Tuition Fee	6000.00	6000.00	6000.00	6000.00
3	Library Fee	1500.00	1500.00	1500.00	1500.00
4	Internal Examination Fee	400.00	400.00	400.00	400.00
5	Reading Materials/Handouts	800.00	800.00	800.00	800.00
6	Field Work manual/Stationeries	300.00	300.00	300.00	300.00
7	Field Supervision Fee	1000.00	1000.00	1000.00	1000.00
8	Observation Visit Fee	1000.00	200.00	200.00	200.00
9	ICT and Computer Lab. Service	2000.00	2000.00	2000.00	2000.00
10	College Journal and Magazine Fee	500.00	250.00	500.00	250.00
11	Community Service Fund	200.00	200.00	200.00	200.00
12	Sports Fees	300.00	300.00	300.00	300.00
13	Extra-Curricular Activities	500.00	-	500.00	-
14	Identity and Library Card	300.00	-	-	-
15	College Development Fund	1500.00	1500.00	1500.00	1500.00
16	Language Lab Fee	500.00	500.00	500.00	500.00
17	Placement Brochure	-	-	-	1000.00
18	Caution Deposit	500.00	-	-	-
19	University Registration Fees	150.00	-	-	-
20	Bank Transaction Fee	50.00	50.00	50.00	50.00
21	Annual Day	500.00	-	500.00	-
22	Alumni Association Fee	-	-	-	500.00
23	Semester Total	28000.00	15000.00	16250.00	16500.00
	Total Course Fee	75,750.00			

* 50% concession for SC/ST/BPL students on tuition fee only.

** Rural Camp is compulsory and the expenses are to be borne by the students only.

V. M.A IN BUDDHIST STUDIES

The Department for Buddhist Studies has designed an innovative Course on M.A. in Buddhist Studies and has embarked upon a teaching programme. The Centre offers a full-time two year Post-Graduate Course leading to M.A. In Buddhist Studies. The annual intake of the students is **sixteen**. The pattern of course is special in nature and unique as it provides for an adequate exposure to history, Philosophy and traditions of Buddhism in the land of Odisha. Buddhist Studies as a branch of Religious studies, plays its role in bringing awareness of our past heritage, its contribution in molding people's orientation towards spiritual refinement and worldly well-being.

a) THE COURSE

The objective of the course is to equip the learners, particularly, our youth with the knowledge and awareness of our glorious heritage, particularly related with Buddhism, its history and development, its decline and the causes and circumstances thereof, its state in the present context, its relevance in carving out a healthy Indian, materially and ideologically, so that we may be able to pass on our beloved country and the State of Odisha to the generations to come in a much better social and intellectual environment. The medium of instruction as well as examination is English, and the Course is affiliated to Utkal University of Culture, Odisha.

b) ELIGIBILITY CRITERIA

Candidates with Bachelor's Degree in Arts, Science or Commerce of recognised University, with 45% marks in the aggregate, (40% for SC/ST) are eligible to apply for admission. Reservation of seats will be made for SC/ST and candidates of other special categories as per Rules.

Academic record, performance in entrance tests, nature of Co-curricular activities, social service or practical field experience in action situations, if any, will form the basis for selection of candidates for admission to the course. Those sponsored by welfare organizations will be preferred.

c) JOB OPPORTUNITIES

Department of Buddhist Studies not only represents the history and culture of Odisha but through its Post Graduate course creates employment opportunities for the students who are enrolled in it. Besides academic assignments in higher educational Institutions now increasingly trained people in Buddhist Studies will be needed to identify Buddhist sites on the basis of Buddhist culture. As more and more importance is being attached to Buddhist Studies possibilities of overseas assignments through agencies like ICSSR is very bright. On

the whole prospect of students of Buddhist Studies if favourable from employment point of view.

d) THE COURSE STRUCTURE

First Year: Semester - I

Paper	Subject	Mid-Sem Marks	End-Sem Marks	Total Marks
101	History of Buddhism in India (from the 6 C.B.C to 10 C.A.D)	20	80	100
102	Buddhist Philosophy	20	80	100
103	Buddhist Language and Literature (Buddhist Literature in Pali and Sanskrit)	20	80	100
104	Buddhism in Odisha	20	80	100
105	Socially Engaged Buddhism	20	80	100
Total		100	400	500

First Year: Semester - II

201	Origin & Development of Buddhist Sects in India and their Philosophy	20	80	100
202	History of Indian Buddhism from the Mauryas till Harsa	20	80	100
203	Buddhist Texts	20	80	100
204	History of Buddhism outside India-Its spread and Monuments	20	80	100
205	Buddhist Architecture and Art	30	70	100
Total		100	400	500

Second Year: Semester - III

301	Buddhism and Science	20	80	100
302	Buddhist Ethics	20	80	100
303	Pali Vamsa Literature	20	80	100
<u>Discipline Centric Elective Course (Any One)</u>		20	80	100
304	A) Buddhism and Social Change B) Abhidhamma Literature			
<u>Generic Elective Course (Any One)</u>		20	80	100
305	A) Early Historic Cities and Settlements B) Intellectual property Rights			
Total		100	400	500

Second Year: Semester - IV

Paper	Subject	Mid-Sem Marks	End-Sem Marks	Total Marks
401	Buddhist Logic and Epistemology	20	80	100
402	Buddhist Philosophy of Language and Dialectics	20	80	100
403	The Influence of Buddhism on Chinese Culture	20	80	100
404	History of Buddhism, Revival of Buddhism in India	20	80	100
405	Origin and Development of Mahayana Buddhist Philosophy	20	80	100
Total		100	400	500

FEES STRUCTURE FOR MBS					
SL.	PARTICULARS	1 st Sem.	2 nd Sem.	3 rd Sem.	4 th Sem.
1	Admission Fee	4000.00	-	-	-
2	Tuition Fee	2000.00	2000.00	2000.00	2000.00
3	Library Fee	250.00	250.00	250.00	250.00
4	Internal Examination Fee	100.00	100.00	100.00	100.00
5	College Journal and Magazine Fee	500.00	250.00	500.00	250.00
6	Sports Fee	100.00	100.00	100.00	100.00
7	Identity and Library Card	200.00	-	-	-
8	College Development Fund	200.00	-	-	-
9	Annual Day	500.00	-	500.00	-
10	Extra-Curricular Activities	100.00	-	100.00	-
11	Observation Visit	1250.00	-	-	-
12	Caution Deposit	500.00	-	-	-
13	University Registration Fees	150.00	-	-	-
14	Bank Transaction Fee	50.00	50.00	50.00	50.00
15	Palli Language Fees	1000.00	-	-	-
16	Alumni Association Fee	-	-	-	500.00
	Semester Total	10900.00	2750.00	3600.00	3250.00
	Total Course Fee	20,500.00			

* 50% concession for SC/ST/BPL students on tuition fee only.

** Rural Camp is compulsory and the expenses are to be borne by the students only.

B. ADMISSION PROCEDURE

● APPLICATION

- i) Applications are invited from eligible candidates in the prescribed form for admission;
- ii) Prescribed application forms & prospectus can be obtained from the office of NISWASS on payment of Rs.300/- or it can also be downloaded from our website www.niswass.org.
- iii) In case the Application form is downloaded from the website, the candidates are required to attach a demand draft of Rs.300/- along with the application form. The Demand Draft should be made in favour of National Institute of Social Work & Social Sciences & payable at Bhubaneswar.

● DOCUMENTS /CERTIFICATES

Attested photo copies of the following documents and certificates are to be submitted along with the filled in application form.

- i) Certificates and mark-sheets of different examinations, beginning from H.S.C. to the last Degree examinations passed. In case of delay in obtaining the original diploma for no fault of the candidate, provisional certificates will be accepted;
- ii) Caste/Tribe Certificate duly issued by a Revenue Officer not below the rank of a Tahasildar in case of candidates belonging to SC/ST;
- iii) Certificates regarding experience in Social Service or Community Work or co-curricular activities signed by concerned competent authorities.
- iv) Original Money Receipt of the Application form
- v) One recent passport size photograph to be firmly affixed to the form at the specified space.
- vi) A self-addressed envelope of size 10 cm x 4 cm affixed with postage stamp of Rs.5/-.
- vii) Demand Draft of Rs. 300/- in case the form is downloaded

● SELECTION NORMS

The process of selection for admission to the course will consist of the following;

i)	Academic record	:	150 marks
ii)	Written test	:	50 marks
iii)	Group-discussion	:	50 marks
iv)	Viva-voce	:	50 marks

Total		:	300 marks
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- **INTIMATION REGARDING ADMISSION**

List of the selected candidates for admission will be put up on the Notice Board at the Institute three full days after the last day of the entrance tests/interview. They should take admission by paying fees at the earliest of the publication of the selection list.

- **ORIGINAL CERTIFICATES / DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION**

On admission the candidates should submit the following certificates in original for verification and acceptance:

- i) Certificates and mark-sheets up to the last degree obtained/examination passed;
- ii) University Registration Receipt/Migration Certificate;
- iii) Five pass-port size colour photographs;
- iv) College leaving certificate
- v) Conduct certificate (To be retained by the office of the Institute)
- f) Caste certificate

- **INSTRUCTIONS TO THE CANDIDATES**

Candidate should verify the following before mailing/sending the applications:

- i. That you have filled in all the columns of the application form in blue black ball point only and in your own handwriting.
- ii. That you have affixed recent colour passport size photograph in the space provided.
- iii. You have signed the declaration and undertaking in the application form.
- iv. That you have filled in the admit card.
- v. That you have not mentioned more than two course preferences.

- **UNDERTAKING BY THE CANDIDATE/PARENTS**

At the time of making application, each candidate and parent/guardian will be required to give a written undertaking, that in case admitted, the candidate will abide by all the rules and regulations of the Institute and pay fees and other dues in time as prescribed by the Institute.

- **DEADLINE**

Applications, complete in all respects, should reach the office of the Principal, at the earliest and at least within 15 days of the publication of results of final B.A./B.SW./B.SC/B.Com. Examinations of the Utkal University. Where the declaration of the final results are delayed, candidates may submit applications in anticipation of results and they may be given provisional admission on the basis of their IInd year marks obtained at

Bachelor's Degree level and their performance in entrance tests/interview, etc. This will enable them to attend classes, which commence on the scheduled date as given in the academic time table of the Institution. However, their provisional admission will be cancelled if they do not maintain the required percentage of marks in the final University Examination.

● **CHECKLIST**

- i. Filled in Application Form
- ii. Filled in Admit Card
- iii. Attested copies of Certificates/Documents
- iv. Original Money Receipt
(In case the form is obtained from the office by hand)
- v. Demand Draft of the 300/-
(In case the form is downloaded from the website)
- vi. Self-Addressed Envelope of size 10 cm x 4 cm affixed with postage stamp of Rs.5/-

● **IMPORTANT NOTE**

Incomplete applications, applications without signature, applications not supplied with the required documents and applications received after the closing date may be rejected.

C. FACILITIES

i) LIBRARY

NISWASS has a very good library with a spacious reading room, which has more than 15000 Books, Magazines, Periodicals and Journals for reading and reference by the students and teachers.

ii) DIPLOMA IN COMPUTER APPLICATIONS

The Institute has a full-fledged computer facility, managed by qualified professionals and technical staff. It provides computer training (DCA) to students. The students undergoing the training will be awarded 'Diploma in Computer Applications'. The Classes for training in computer application will be planned so as not to clash with regular classroom Lectures/ Field Work and other academic programmes of the Institute.

iii) SPOKEN ENGLISH

The medium of instruction is English. In order to update and improve the students' standard of English, regular classes in 'Spoken English' are held in the Institute for which a fee of Rs.500 is charged from each student at the time of admission. Through these measures the students may acquire skills and gain confidence as not to lag behind in the job market and career profile.

iv) OBSERVATION VISIT

At the initiation of the first year of the course the students are taken for observation visits to selected Communities/Agencies to acquaint them with social problems and the structure and functioning of social welfare services and to get an opportunity to see, at close range, the implementation of various social welfare programmes and working of governmental or voluntary agencies, media agencies and their activities and outcomes.

v) CONCURRENT FIELD WORK

Concurrent field work is an integral part of the course. It provides the students with an opportunity to integrate theoretical knowledge with actual practice. Each student will do the field work in selected communities/agencies, which among others, include hospitals, jails, leprosy asylums, schools for the blind, deaf and dumb, destitute homes, village centres, and slums as well as Institute's own field stations. The students conduct field work on two days a week putting in at least 16 hours per week. They are placed under the supervision of a faculty of the College. The cost of transportation for field work, expenses for camps, study tours, etc. will be borne by the students themselves. The field work in an assigned setting should result in concrete benefits to the intended clientele and the performance of students would be concurrently evaluated by the supervising faculty.

vi) RURAL CAMP

During the first year of the Courses under Annual Pattern, and during the IInd Semester of the Semester Pattern, a camp for 10 days in rural/tribal area is organised to provide an opportunity of an exposure to rural/tribal life to the students. The camps are held in the rural setting or in one of the field stations of the Institute where research or action programmes are in progress. This is a compulsory requirement for the award of the degree.

vii) BLOCK PLACEMENT

Before the close of the Part - II course, and as part of the curriculum, students have to undertake one month block field work. This may be undertaken in any Government Departments, the field centres of the Institute, or in other leading voluntary agencies, media agencies, inside or outside the state. It is also a compulsory requirement for the award of the degree.

viii) RESEARCH PROJECT

In order to acquaint the students with the methodology of social science research, each student is required to conduct a research study under the guidance of a member of the faculty. On a selected topic by the Department, the student will carry out the research work

under the guidance of the faculty supervisor and submit the Project Report to the Principal at least six weeks before the final examination begins.

ix) SEMINARS, WORKSHOPS, LECTURE SERIES

The Institute has been the common meeting ground and platform for eminent academics, researchers, scholars and media practitioners who share their experiences with the students. The Institute organises regularly seminars & workshops at the National and International levels. The students also share their experiences and research findings every month during the weekly Saturday Seminar.

x) RESEARCH AND EXTENSION PROGRAMMES

The Institute conducts a number of research projects, consultancy services, training programmes, communication and action programmes, all of which have a focus on social and human development. The Universities of Utkal, Berhampur and Sambalpur have recognised the Institute as a Centre of Advanced Research.

In order to provide first-hand experience the students of the course as part of their learning process, are given opportunities to participate in the research, education, communication, and extension programmes being undertaken by the Institute.

xi) EXAMINATIONS AND ASSIGNMENTS

Internal written tests, assignments, library hours, book review sessions etc. are held regularly in order to have continuous education of students. Participation in these assignments are compulsory, and their performance is assessed. A calendar of activities specifying time table for these written tests, assignments and examinations is developed in the beginning of the academic year, and the same is strictly followed. It is the responsibility of the students to keep themselves informed of their attendance, absence and failure to complete assignments, parents/guardians are urged to regularly monitor the performance of their wards.

xii) AWARDS

The Institute awards the best students and volunteers of each Department for their excellence on the occasion of Annual Day. The Institute gives need-based concession in fees to some students every year.

xiii) COMMITTEES

The Institute has different committees looking after extra-curricular activities, sports and games and encourages the students to participate in the activities at institution level, Inter-College, inter-University, Inter- State and National Level. These committees comprise of both the faculty members and student representatives.

xiv) PLACEMENT CELL

There is a Placement Cell in the Institute which facilitates students' placement (In Campus recruitment) by inviting different Organisation, Media houses, NGOs etc. The cell

publishes annual placement brochure to enhance job opportunities by sending it to different key employees of various sectors.

xv) HOSTEL FACILITY

Hostel facility is available for the girl students inside the College Campus with Common Mess facility and 24 hrs. Security.

xvi) CANTEEN

The Institute has a common canteen in the campus which provides food to the students at subsidised rate.

xvii) NSS

The college has National Service Scheme established under the overall direction of NSS Programme Coordinator, Utkal University. Selected students will be registered as NSS Volunteers and will work under the control of the Programme Officer of the College. The students will be required to attend the special camps, and also the normal activities, conducted under the NSS Unit of the College.

xviii) SPORTS AND GAMES

The Institute has outdoor as well indoor games facility like football, volleyball, table tennis etc.

xix) GRIEVANCES REDRESSAL CELL

The Institute has grievances redressal cell for the students. Its functions are to redress grievances relating to teaching learning process, student activities, field work, internship, agency placement, block placement, canteen and hostel related issue.

xx) ANTI SEXUAL HARASSMENT CELL

The Institute has an Anti-Sexual Harassment Cell for prevention/action against sexual harassment. The Cell comprises of two faculty members from the Institute and one member from the State Women's Commission. It is engaged in the activity of redressing grievances of sexual harassment and personal counseling of women students.

xxi) COUNSELING

The institute pays attention to the student's all round development which includes not only academics but also personality development nourished with values and morals and capacity building. This makes it imperative for the institute to provide counseling to the students both at personal and professional level to prepare them for life challenges and make them capable enough to work for the cause of the society. This task of counseling is carried out by the teachers of the institute.

D. GENERAL RULES AND REGULATIONS OF THE COLLEGE

i) ATTENDANCE AND LEAVE FOR ABSENCE

Every student is required to attend a minimum of 75% of the classroom lectures, and 100% of field work related assignments, taken separately for each year of the course.

Any student wishing to absent himself/herself from the college for genuine reasons must apply in advance on the prescribed form available in the college office. If leave is required on medical grounds, a medical certificate must accompany the leave application within two days of the absence of the student from the college. Certificates submitted later may not be considered. It may be noted that medical certificate is required to be furnished only when the period of absence is for more than five days. For students who may have to absent themselves from classes/field work / other programmes for about couple of days, applications from the parents/guardians should be sent to the Principal. Absence from classes/field work without prior permission is punishable with fine, or suspension or both. It needs be mentioned that leave sanctioned does not mean that attendance is granted. Students are expected to make up attendance. Leave applications of any kind must bear the signature of the parent/guardian.

ii) EXPENSES OTHER THAN FEES

All expenses including cost of transport, and other expenses required for field work, including rural camps, study tours, seminars and workshops, inside or outside the State, will be borne by the students.

iii) UNIFORMS

NISWASS is a unique Social Work Institution in the State. Therefore, to develop a distinct work culture, egalitarian outlook and homogenous learning atmosphere, NISWASS has prescribed a common uniform for all the staff and students alike. All students will have at least 2 (two) sets of the prescribed college uniform, prepared at their expenses. They will present themselves in uniform from the time the session starts, and continue to attend all classes, field work and other programmes of the Institute in uniform, without fail.

iv) FORFEITURE OF SEAT

Candidates will have to take admission within the stipulated time on payment of the prescribed fees and on production of required documents mentioned above, failing which, their admission will be automatically cancelled.

v) FINALITY OF PRINCIPAL'S DECISION

The decision of the Principal regarding admission and all other matters of the Institute is final.

vi) DISCIPLINE AND GOOD CONDUCT

- a) Students shall regularly attend all classes, seminars, library hours, and field work, internal tests, and terminal examinations. Submission of assignments are also compulsory. Students are also required to actively participate in seminars,

debates, and all other Institute's programmes. Parents would be notified about irregular attendance or any kind of misconduct. If situation does not improve, strict disciplinary action will be taken against the erring student.

- b) 75% attendance in theory classes is compulsory.
- c) Full attendance (100%) is required for field work. Those who fail to put in full attendance may be allowed to compensate for the same up to a maximum of 4 field visits only.

If a student fails in field work, he/she will have to seek fresh admission by paying full fees, repeating all classes, attending all field work and repeating all papers afresh.

- d) The courses run by the college engages full time and demands undivided attention of the students. Therefore no in-service candidate is admitted. No one would be allowed to take up even part-time employment. Any breach of this provision would automatically disqualify continuance of the student in the course.
- e) Students will comply with the instructions given by the authorities in all matters connected with their studies, maintenance of discipline, dignified decorum, agreeable behaviour, etc. Besides, an attitude of cooperation and mutual help is expected from all the students. Since cleanliness is Godliness, all students should put in their share to keep class rooms, library, common room, and other places including sanitation facilities neat and clean. Since the Institute's main campus is taking shape, there is going to be much scope for gardening and plantations, all should help in greening and beautifying the campus.
- g) Engagement of so-called class IVth functionaries is prohibited in the Institute and every member has to put his/her best to maintain the premises befitting its objectives and dignity of individual members.

vii) PEACE AND HARMONY ASSEMBLY

The day starts with the peace and harmony assembly where all the students and teachers greet each other, offer prayer, share the thought for the day and exchange important news and information. Greetings are also extended to the student on the occasion of his/her birthday as a mark of good will and fellowship.

viii) ANNUAL DAY

The Annual Day, which is also celebrated as the Founder's Day of the Institute, will be on the Seventh day of February each year. This will be preceded by various competitive events among students including sports and games, as well as cultural and extra-curricular activities.

ix) RECEPTION AND FAREWELL

In the beginning of the session the senior students of the Institute will hold a reception for the new-comers after their induction into the Institute.

At the end of the course, the final year students will be given a warm send - off by the first year students.

