

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 2014



UNIVERSITY OF DELHI

FOREWORD

The Department of Social Work is one of the pioneering institutions in Social Work education and practice in India. Since the day we came into existence, our endeavour has been to impact the lives on the margin by continuous engagements at diverse sites.

We develop manpower for professional social work practice to strive for the creation of a just and equal society which ensures freedom from all forms of oppression and exploitation.

In the backdrop to the vision shared above, we offer M.A in Social Work besides M.Phil and PhD in Social Work. The M.Phil programme in social work is of two years' duration, which is considered an advanced course vis-à-vis post-graduate degree. Primarily the course aims at training social work professionals for undertaking research assignments in diverse areas of social work practice apart from helping them appraise with the rigour of the academic career. Through a specially chosen pedagogy, we engage to discuss and debate philosophical traditions 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 expose them to different philosophical positions and research methodologies, which they can draw upon in their research assignments. Similarly in the case of optional and elective papers offered, the idea is to build the theoretical base of the students as well as to strengthen their existing knowledge base.

I take this opportunity to welcome you all for the M.Phil programme.

Dr. Manoj Kumar Jha
Professor & Head

A BRIEF HISTORY OF THE DEPARTMENT

- The Department of Social Work (earlier known as the Delhi School of Social Work) was established in the year 1946 at Lucknow by the YWCA. It was then known as the National YWCA School of Social Work.
- In the year 1947, the school was shifted to Delhi. Later in 1948, it was affiliated to the University of Delhi and came to be known as Delhi School of Social Work. The institute has the distinction of being the first institution in Asia to offer a Master's Degree in Social Work.
- In April 1961, the School became a part of the University of Delhi, after which it started functioning as a Post-Graduate Maintained Institution affiliated to the University.
- In 1965, Doctoral programme (leading to PhD. degree) in Social Work was started and the Department added a Pre Doctoral programme (leading to M.Phil. degree) in 1976.
- In May 1979, it became a Post-Graduate Department affiliated to the Faculty of Social Sciences of the University of Delhi.
- The Department initiated Bachelor's Degree (Honors Course) in Social Work in two constituent colleges of the University from the academic session 1994-95.
- The Department of Social Work was granted the Department of Special Assistance status (DSA) by the University Grants Commission in 1992. Three phases under DSA have been successfully completed. The Department has also been sanctioned assistance under the ASIHSS Programme.
- Between 2008-2010, the Department continued its field action programmes, established over the years to demonstrate the relevance of social work intervention in dealing with social issues and problems. It strengthened its Centre for Child and Adolescent Well Being (renamed from Child Guidance Centre instituted in 1971), and its Centre for Community Development and Action (which was established in Burari community in 1988, and was earlier called Gram Mahila Kendra).
- The Department also completed relief and rehabilitation action projects for earthquake affected villages in Bhuj (Kutch) under the banner, University for Development Action and Integrated Learning (UDAI) during 2001-2002 and is presently executing an innovative action project UDAI –II in the flood affected villages of Bihar (started in 2008).
- In 2008, NACO sanctioned the establishment of a State Training and Resource Centre at the Department.
- A Gender Resource Center was granted by the Governing Council of Mission Convergence under the Chief Secretary, Government of NCT of Delhi to the Centre for Community Development and Action in 2009, under the auspices of the DSSW Society.
- Also in 2009, the semester system was introduced in the M.A (Social Work) programme.
- Utthan, an extension wing of CCAW was established in August 2012, with the support of Lion Child Trust, a trust formed by Lions Club International.
- Centre for Advance Studies (CAS) was awarded to the Department.
- First Indian Social Work Congress was held in February 2013.

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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 CCAW also undertakes extension activities in neighbouring schools and communities. Recently it has started an extension centre called 'Utthan' at Aruna Nagar (1 km from the Department), which aims towards upliftment of the community especially children, adolescents and women. CCDA 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 during the research work.

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 **10th July 2014** 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 **31st July, 2014 (Thursday)**. (For further information, please contact 011-27667881 or 27662620 or E-mail at mphilsocialwork@gmail.com). The admission Test will be held on **2nd August 2014 (Saturday)** at 10.00 a.m. only at the 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. Duration of the fellowship will again 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. M. Phil. Programme at the Department is a full time two year programme. The research scholars are not allowed to undertake employment during the course of their study.

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 M.Phil. Committee under the guidance of the chairperson (Head of the Department).
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 (60% or more 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, has 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 a maximum period of four years of his/her initial registration for the M.Phil. full time Programme.
7. The M.Phil. Committee has the power to decide about postponement of examination schedule or extending the date of submission of research proposal or dissertation. All such matters will be allowed only within the time frame to complete M.Phil. 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. Manoj K. Jha (Head)

Designation: Professor

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

Ph.D. (University of Delhi)

Dr. Sanjai Bhatt

Designation: Professor

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

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

Dr. Sushma Batra

Designation: Professor

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

M.Phil. and Ph.D (University of Delhi), Dip. Statistics (ISI, Kolkata)

Dr. Pamela Singla

Designation: Associate Professor

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

M.Phil. and Ph.D (University of Delhi),

PG Dip. Personal Management (University of Delhi)

Dr. Neera Agnimitra

Designation: Associate Professor

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

M.Phil. and Ph.D. (University of Delhi)

Dr. Archana Kaushik

Designation: Associate Professor

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

Ph.D. (Jamia Millia Islamia University)

Dr. Neena Pandey

Designation: Associate Professor

Educational Qualification: M.A. (Social Work, University of Delhi),
M.Phil and Ph.D. (University of Delhi)

Dr. Sanjoy Roy

Designation: Associate Professor

Educational Qualification: M.A. (Social Work, University of Delhi),
M.Phil. (University of Delhi)
Ph.D. (Lucknow University)

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 University)

Dr. Seema Sharma

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),
M.Phil. and Ph.D (University of Delhi)

Dr. Nemthianngai Guite

Designation: Assistant Professor

Educational Qualification: M.A. (Social Work, University of Delhi),
M.Phil. and Ph.D (Social Medicine) (Jawaharlal Nehru University, New Delhi)

Ms Shashi Rani Dev

Designation: Assistant Professor

Educational Qualification: M.S.W (ISS, Dr. B. R. Ambedkar University, Agra)
M.Phil. (Social Medicine) (Jawaharlal Nehru University, New Delhi)

Dr. Meenu Anand

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, Jamia Milia Islamia University)
Ph.D (Jamia Milia Islamia University)

Dr. Mayuri Gogoi

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, University of Delhi)
M.Phil. and Ph.D (University of Delhi)

Mr. Ngaopunii Trichao Thomas

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, Tata Institute of Social Sciences, Mumbai)

M.Phil. (National University of Educational Planning and Administration, NUEPA, New Delhi)

Mr.Sudhir Keshav Maske

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, Tata Institute of Social Sciences, Mumbai)

Mr.Abhishek Thakur

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, Tata Institute of Social Sciences, Mumbai)

Mr. Pratap C. Behera

Designation: Assistant Professor

Educational Qualification: M.A (Social Work, Tata Institute of Social Sciences, Mumbai)

MEMBERS OF STAFF IN THE SUPPORTING UNITS

FIELD WORK UNIT AND PLACEMENT CELL	:	Dr Neera Agnimitra Director
CENTRE FOR CHILD AND ADOLESCENT WELL BEING (CCAW)	:	Prof. Sushma Batra Hon. Director Ms. Charu Sethi Social Worker
CENTRE FOR COMMUNITY ACTION AND DEVELOPMENT (CCAD)	:	Dr. Pamela Singla Hon. Director Ms. Bhawana Prasad Social Worker
ADMINISTRATION	:	Mrs. Harishbala Kathpalia Section Officer, Administration Ms. Neelam Malhotra Section Officer, Administration

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

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| 1. Commencement of Classes for M. Phil Part-I: | 21 st August 2014 |
| 2. Part-I Examination | : 23 rd – 28 th March 2015 |
| 3. Preparation of Research Proposal | : 30 th March – 18 th April 2015 |
| 4. Submission of Proposal | : 20 th April 2015 |
| 5. Declaration of Result of Part-I | : 15 th May 2015 |
| 6. Presentation of the Proposal | : First Week of May 2015 |
| 7. Submission of Revised Proposal | : 19 th May 2015 |

Commencement of M. Phil. Part II

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| 8. Review of Literature | : May- August 2015
(3 Months) |
| 9. Finalization of Tools of Data Collection | : 30 th September 2015 |
| 10. Data Collection | : October – December 2015 |
| 11. Winter Vacation | : 15 th December 2015 – 2 nd January 2016 |
| 12. Data Processing | : 2 nd January-31 st January 2016 |
| 13. Report Writing | : February-March 2016 |
| 14. Writing Seminar Paper | : First two weeks of April 2016 |
| 15. Submission of Seminar Paper | : 20 th April 2016 |
| 16. Pre-Submission Seminar | : 2 nd week of May 2016 |
| 17. Thesis Submission | : September 2016 |

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	10 th July to 28 th July 2014
Last Date for Submission of Application Form	31 st July 2014, Thursday
Entrance Test	2 nd August 2014, Saturday
Result of the Entrance Test	7 th August 2014, Thursday
Panel Interview	11 th August 2014, Monday
List of Successful Candidates	13 th August 2014, Tuesday
Commencement of Classes	21 st August 2014, Thursday

Contact Us:-

Post	Department of Social Work, 3, University Road, University of Delhi, Delhi-110007
Telephone	91-11-27667881, 27662620
E-mail	dsswmphil2010@gmail.com
Website	www.du.ac.in