

**DEPARTMENT OF SOCIAL WORK
UNIVERSITY OF DELHI**

ELIGIBILITY FOR M.A. ADMISSION-2018-19

ELIGIBILITY FOR ADMISSION:

Admission to the Department of Social Work is open to both men and women who meet the eligibility criteria in accordance with academic qualifications listed below:

- a) Candidates with a Bachelor's Degree or its equivalent (under the 10+2+3 year) in any discipline with minimum 55% marks from a recognized university.
- b) Candidates with B.A. (Honours) Social Work with minimum 50% marks from a recognized University.
- c) Candidates appearing in the final year examination of the Bachelor's degree are also eligible to apply subject to the qualifications listed above.

RESERVATIONS/ CONCESSIONS:

a) Scheduled Caste / Scheduled Tribe:

The minimum eligibility requirement for the Scheduled Caste / Scheduled Tribe candidates will be that they must have passed the qualifying school/degree examination. Provided that the minimum eligibility for the admission to post-graduate courses to be the minimum pass marks of the qualifying examination concerned of the University of Delhi. In case of Scheduled Caste / Scheduled Tribe candidates who have passed the last qualifying examination from other Universities, they should have secured at least the same percentage of pass marks at the qualifying examination as prescribed for the equivalent examination of University of Delhi for purposes of admission to the post-graduate course of this University.

Where the admission is based on screening / written test, the Scheduled Caste / Scheduled Tribe candidates would also be required to take the test but their merit list will be drawn separately and permitted as per the reservation quota.

b) Other Backward Classes (OBC):

The OBC candidates shall be given a relaxation in the minimum eligibility in the qualifying examination and in the minimum eligibility in the admission / entrance test to the extent of 10% of the minimum eligibility marks prescribed for the General category candidates. For example, if the minimum eligibility for admission to a course is 50% for the General category candidates, the minimum eligibility for the OBCs would be 45% i.e. (50% less 10% of 50%). All those OBC candidates who meet the minimum eligibility marks in the qualifying examination and the minimum eligibility marks in the entrance test shall be eligible for admission in order of their merit, keeping in view the availability of the seats reserved for them.

The OBC candidates who belong to the 'Non-Creamy Layer' and whose castes appear in the Central List of the OBCs only shall be eligible to be considered for admission under the OBC category.

c) Persons with Disability (PWD):

PWD candidates with minimum 40% disability shall be given 5% relaxation in the eligibility requirement. One per cent each for the persons with low vision or blindness, hearing impaired and locomotor disability or cerebral palsy (interchangeable in case of non-availability of candidates in the sub-categories). If sufficient candidates are not available in a sub-category then candidates from other sub-categories shall be considered in their place.

The candidates under PWD category shall be offered provisional admission subject to verification of their medical certificates. The medical certificates submitted by the candidates for admission shall be verified by the University / College / Department from the concerned issuing authorities.

d) Children / Widows of the eligible Armed Forces Personnel (CW category)

As per the guideline approved by the academic council, admissions of the candidates belonging to CW categories have to be made in the following order of priorities:

- i. Widows / Wards of Defence personnel killed in action;
- ii. Wards of serving personnel and ex-servicemen disabled in action;
- iii. Widows / Wards of Defence personnel who died in peace time with death attributable to military service;
- iv. Widow/Wards of Defence personnel disabled in peace time with disability attributable to military service; and
- v. Wards of Ex-servicemen personnel and serving personnel including personnel of police forces who are in receipt of Gallantry Awards;

Category V (Gallantry Awards) include: ParamVir Chakra, Ashok Chakra, SarvottamYudhSeva Medal, MahaVir Chakra, Kirti Chakra, UttamYudhSeva Medal, Vir Chakra, Shaurya Chakra, YudhSeva Medal, Sena, NauSena, VayuSena Medal, mention-in-Dispatches, President's Police Medal for Gallantry, Police Medal for Gallantry.

Authorities competent to issue certificate under CW category:

- i. Secretary, KendriyaSainik Board, Delhi
- ii. Secretary, Rajya / ZilaSainik Board
- iii. Officer - in charge, Record Office
- iv. 1st Class Stipendiary Magistrate
- v. Ministry of Home Affairs (for Police personnel in receipt of Gallantry Awards)

d) Foreign Nationals:

Foreign students seeking admission to the course are required to apply directly to the Foreign Students' Advisor, Foreign Students' Registry, Faculty of Management Studies, University of Delhi, Delhi 110007. The University will confirm the admission of foreign students after they clear the medical test within a month of their admission. A medical certificate to this effect must be submitted to the Department office.

The candidates sponsored by the Government of Nepal and Bhutan for admission to M.A. Social Work shall be given 5% relaxation in the minimum eligibility requirement.

e) Deputed/Sponsored

Not more than five candidates deputed by the Government and voluntary welfare institutions/organizations shall be admitted in the M.A programme. Candidates seeking admission under deputed/sponsored category must have the following:

- i. They must fulfill the minimum eligibility criteria of 55% marks in the degree examinations;
- ii. At least five years of paid work experience in the field of welfare/development out of which at least two years should be in the agency/department/ organization sponsoring the candidates;
- iii. Candidates are required to submit the salary slip of last five years at the time of submission of application form.

Failure to do so shall amount to non-consideration of their work experience; Candidates seeking admission under the Deputed / Sponsored category shall be exempt from the Written Test. They shall however have to appear for the Interview.

SEATS AND RESERVATIONS:

There are 85 seats in M.A Social Work programme. The Department of Social work is an equal opportunity institution and there is no discrimination on the basis of race, religion, caste, gender, marital status, age or physical disability. As per Government of India directives, there is reservation under the following categories:

a) Scheduled Caste / Scheduled Tribe / Other Backward Classes

- i. Scheduled Caste : 15% of the total intake in each course
- ii. Scheduled Tribe : 7.5 % of total intake in each course
- iii. Other Backward Classes: 27% of the total intake in each course

The seats reserved for the SC / ST shall be filled by the SC / ST candidates only. However, in the case of non-availability of the eligible candidates the reserved seats may be interchanged between the SC and ST. If still any seat remains unfilled, the same shall be left vacant.

If the seats reserved for the OBCs remain vacant, the said seats shall be filled with OBC students. Only if OBC candidates possessing the minimum eligibility marks are not available then the vacant OBC seats shall be converted into General Category seats in accordance with the admission schedule notified by the University.

b) Supernumerary Seats:

- i . PWD category : 3% of the total intake
- ii. CW category : 5% of total intake
- iii. Foreign Nationals : 5% of the total intake
- iv. Sports / ECA : 5% of the total intake
- v. Sponsored / Deputed Category : Not more than 5 seats

Total	General	SC	ST	OBC
85	43	13	6	23

***Note:** As per university rules, the seats for PH, CW and Deputed/sponsored categories will be supernumerary

ADMISSION PROCEDURE:

Before applying for admission, the candidates should ensure that they meet the minimum eligibility requirements and that they have attained the age of twenty years on or before the first day of October of the year in which admission is sought. The candidates must have completed 15 years of formal education under the 10+2+3 scheme or its equivalent.

SELECTION PROCEDURE

Admission Test:

The test paper is designed to assess the aptitude of the candidate to work as human service professional. We at the Department of Social Work strive to assess the creative abilities of students and discern their imaginative skills and capacities to engage with issues and concerns arising out of the critical realities around them. In designing the test, we take every care that a student must be able to perceive it as a process to explore and examine the way he or she inhabits, sees and thinks about the world. The questions posed in the examination are set with the hope that they stay with the candidates beyond the course of the selection process.

There is no prescribed syllabus or format for the admission test. The following broad areas are however, included in the written test:

- Analytical ability, written communication skills and language comprehension.
- Awareness and comprehension of contemporary social-political and economic realities.

All eligible candidates (except Foreign / Sponsored / Deputed) will have to take a written test conducted by University of Delhi. The list of successful candidates qualifying admission test will be prepared for each category separately on the basis of the marks secured by the candidates in the admission test.

Panel Interview:

There shall be panel interview for all categories of candidates who pass the written test. From each category, the number of candidates called for interview is four times of the number of seats available.

Final Merit list will be prepared for each category separately on the basis of the marks secured by the candidates in the written test and panel interview (85 and 15 marks respectively).

Those applying for admission to the M.A. Social Work are required to note the following:

- Equivalence of Degrees of universities other than that of the University of Delhi will be determined in accordance with the rules and guidelines of the University.
- As per A.C. Resolution 40 dated 24/04/1997, no student of the University shall be permitted to pursue two degree courses simultaneously from the University of Delhi or from another University except part time diplomas / certificates of the University of Delhi.
- The decision of the Admission committee will be final in the selection of candidates.
- Admission will be provisional in the first instance, and will be confirmed by the admission committee of the University only on the verification of the certificates submitted.
- If the candidates fails to produce the relevant documents in support of his / her eligibility for admission by the last date for admissions decided by the University of Delhi, his / her provisional admission will stand cancelled.

- Disputes, if any, arising out of or relating to any matter whatsoever concerning the process of admissions shall be subject to the exclusive jurisdiction of the competent court in Delhi only.

Admissions

Candidates whose names appear in the list of selected candidates shall report for admission on the specified dates between 10.00 a.m. and 1.00 p.m. They must bring with them the following documents in original and one attested photocopy of each.

- Mark-sheets of examinations passed.
- Secondary School Certificate (Class X) issued by the Board/University for date of birth.
- A character certificate from the institution last attended.
- Letter from the employer (in case of applicants who are in employment) to the effect that the applicant will be relieved from service or granted leave for the period of study at the Department and will be re-employed after successful completion of the course.
- Certificate of fitness from a registered medical practitioner.
- Two passport size photographs.

No student of the Department is permitted to register for any other course or to take up part-time or any job during the course of study. The admission offered by the Admission Committee of the Department is provisional and is subject to final approval by the Central Admissions Committee of the University.