

College of Social Work

(Empowered Autonomous)

Nirmala Niketan

*N A A C Re- accredited with CGPA of
3.53 on four point scale at Grade 'A' (2015)*

PROSPECTUS

BSW, MSW, PhD Programs
&
MA (Social Innovation and Entrepreneurship)
(2025 Onwards)



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WELCOME

Dear Friends,

Since its inception in 1955, College of Social Work (Autonomous) has been dedicated in its pursuit of excellence in social work education. Periodically, the college has made efforts in updating knowledge base of social work and making its educational initiatives relevant to the existing national and global socio-economic realities. The college has received the catholic minority status since 1995 received Autonomous Status by the University Grants Commissions in in the month of Feb 2019.

College of Social Work (Autonomous) offers a range of courses relevant to the field of social work practice such as BSW, MSW, PhD and a host of PG Diploma, Diploma, Certificate, and professional development courses in Social Work and allied Social Science field. This prospectus provides the guidance to prospective student to understand the College, its academic programmes and the procedures involved in admission and selection. It also outlines the programmes and facilities designed for the students.

Located in the heart of South Mumbai, less than five minutes away from Churchgate railway station, the College is easy to access and provides a vantage point in exploring the city of Mumbai. The portals of the College resound with the spirit of camaraderie and fun coupled with a sense of purpose. A chatter of voices in different languages will greet you in its corridors, as our student community is representative of people from all across the country and from all age groups. What makes life in the College of Social Work different is the fact that once you are a part of it, you are not just a student of the academic institution but also a very special part of the Nirmala Niketan community.

BSW and MSW graduates have opportunities for employment in rural and urban areas of India and abroad in a variety of settings such as Non-Governmental Organisations; Government/ private Hospitals; Schools; Correctional Institutions; Community Based Organisations; Rehabilitation

Centres; Counselling Units; Disability Agencies; Campaigns/ Movements on Environment, Livelihood, Dalit and Tribal issues; Disaster Management Authorities; women, Youth and Child Development Centres, Social Enterprises, Training Institutions, Industries, Funding Organisations, Research/ Documentation Centres and other Development Organizations. There are increasing opportunities of employment for social workers in the areas of Social Research, Media, Corporate Social Responsibility, and in Legal Aid Cells also.

I hope you find all the information you need to take a decision that will perhaps change the course of your life. I wish you all the best and look forward to welcoming you to our Institution.

Dr. Lidwin Dias
Principal

ABOUT THE COLLEGE

The College has shaped its vision in tune with the spirit of its founders to contribute to building up of a new social order in India based on human dignity and social justice. The College constantly stands by its commitment to work with a preferential option to the vulnerable and exploited groups in the society, to ensure their development and empowerment. As an academic institution, the College strives to build a cadre of professional social workers, irrespective of caste, creed, language and sex.

Vision and Mission is as follows:

- ▲ Contribute to building a new social order based on human dignity and social justice.
- ▲ Work with a preferential option for the vulnerable and exploited, both locally and globally.
- ▲ Build a cadre of young, competent professionals having a global perspective and a strong value base of compassion, personal integrity, moderation, tolerance and self-respect.

History

College of Social Work was founded in 1955 by a religious Congregation of women, known as The Daughters of the Heart of Mary, whose charisma is to readily respond to felt needs of the people according to the signs of times. In the years following the independence of India, the founders discerned that the nation's struggle for development would be served not so much by material relief as by sensitive social concern and insightful committed action. Accordingly, the College was born to realize their dream.

The Institute of Social Service managed the College till the year 1978. Since 1978, the Nirmala Niketan Institute has become the parent body of the College. The Institute awarded its own Diploma in Social Work till 1965. The college sought affiliation with University of Bombay in 1969 and the MSW program was offered as a PG program under the Faculty of Arts. Realizing the need to respond to professional interventions at grassroots levels, the College

also started its university recognized three-year BSW program in 1971. The University of Bombay recognized the College for registration of students for Ph.D. degree in Social Work from the year 1997. All these programs are revised periodically in order to ensure that the educational content is relevant to the social reality of contemporary life.

The Government of Maharashtra recognized College of Social Work as a Catholic Minority Institution in the year 1995. National Assessment and Accreditation Council (NAAC) awarded the College the FIVE STAR status for its academic excellence in 2001. The same body, after further inspection and appraisal re-accredited the College of Social Work at the A+ level with an Institutional Score of 93 per cent in March 2007, and in May 2015, college was awarded with A grade, corresponding to a CGPA of 3.53 on a scale of 4. The college received Autonomous status (academic) in the month of February 2019.

National Institutional Ranking Framework (NIRF)

Ministry of Education Govt. of India

The College Has Participated in NIRF from 2020 and Secured one among the top 100 Colleges in India.

In Year 2020 - 62 Rank

Year 2021 - 71 Rank

Year 2022 - 69 Rank

Year 2023 - 57 Rank

Year 2024 - 100 to 150 Band

Professional Commitment

Over the years, the College has been evolving its specific commitments, which relate to all aspects of its functions – teaching, field instruction, research, administration, and field service projects. It encourages its teaching and non-teaching staff to get involved and contribute to the community through these services.

The primary emphasis of the curricular and co-curricular activities is on disadvantaged urban and rural population. The focus of the programs provides structural perspectives of issues affecting the slum, rural and tribal communities and also searches for various approaches of problem-solving processes. There is also a commitment to the problems of health, education and employment of disadvantaged groups and the need for improved delivery and adoption of a humane approach of social and development services for disadvantaged groups.

All full-time faculty members have a Master's Degree in Social Work (MSW) and are UGCNET qualified, and several also have an MPhil or a PhD. degree. Several visiting lecturers teach full courses (papers) as they contribute to the inter-disciplinary base of the curriculum. These visiting lecturers are drawn from the Social and Behavioural Sciences and from other professions such as law, medicine/mental health, etc. University recognized guides are available for the PhD programme in Social Work.

ACADEMIC PROGRAMMES

The College provides a generic course of studies both at the MSW and the BSW levels. A semester system of three years has been adopted for the BSW program since 2009, and the Credit Based Semester Grading System, initiated by the University of Mumbai started for BSW from 2011-2012 and for MSW from 2012-2013. In the year 2016, As per UGC Requirement College adopted semester-based choice-based credit system. The syllabus was revised as per the structure recommended by the UGC. The curriculum is carefully designed to ensure that the student has a broad base of the necessary knowledge, skills and attitudes to function in a variety of settings related to the existing employment opportunity in the development sector. Despite being generic programs, the courses are designed to deepen students' interest in specific areas through fieldwork, research projects, term paper and elective subjects. From 2023 College has revised **BSW 4 Year Course** as per the NEP 2020, UGC guidelines.

Master's and Bachelor's Level Programmes

The curriculum consists of relevant aspects of both theory and field work to help students enhance their practical understanding of social work practice.

Theory

Theoretical perspectives provided in the programs hope to achieve the following objectives:

- Acquire knowledge of the functioning of individuals and groups in social systems, the interrelationships between them and the manner in which they promote or impede a healthy social functioning,
- Obtain knowledge from other disciplines which contribute to the understanding of persons in the bio-psycho-social matrix,
- Develop professional capacity for identification of issues and problems violating the human rights of groups and communities and design effective responses for affecting a meaningful change in their situation,
- Attain the capacity to select and order priorities, to plan, to make realistic goals, and select appropriate strategies to fulfil the goals,
- Develop skills in the utilization of social work intervention methods and adopt ethical practices using the principles of the profession while working with individuals and families, groups and communities.

Field Work

Field Work is an integral part of the programme of training in social work. It comprises learning professional social work practice under the guidance of trained field instructors in selected Government and Non- Government organizations. It enables the student to see the applicability of theoretical knowledge taught in the classroom to actual situations requiring social work intervention. It is both goal-oriented to solve a particular problem to which the student addresses her/his activities and learner-centred in relation to her/his particular interest areas and aptitudes.

Practical experience in fieldwork aims at the following objectives:

- Provide opportunity for the integration of classroom learning and field practice and vice versa (feedback mechanism for both class and field),
- Develop skills through learning how to utilize the knowledge learnt in the classroom for analysis of problems affecting the target groups and selection of the appropriate means for problem-solving,
- Cultivate attitudes, values and commitments of the profession relevant to working with the most disadvantaged sections of society,
- Develop awareness of self and the way in which student's behaviour is affected by past experiences and cultural factors, and the way in which these affect the perceptions of their response to others.

Students will be required to maintain regular recordings of the fieldwork done during the course of their study.

All students are required to dress soberly and appropriately, giving due respect to the socio-cultural practices of the people whom they work with while at fieldwork. A similar sobriety in dress code is also expected from students within the College premises and hostels.

Faculty Advising and Mentoring

Each student is assigned to a Faculty Adviser. Ordinarily a new Faculty Adviser is appointed each year. The appointment of the Faculty Adviser is based on the particular fieldwork placement of the student since each faculty member is responsible for a group of placements whether or not they directly provide field instruction in those placements. Besides being responsible for the students' field work performance, the Faculty Adviser is also responsible for the students' overall academic work and professional development. Difficulties experienced by the student may be discussed with the Adviser whose function is to assist and guide the student. The students receive individualized attention in the form of guidance and supervision from the teaching faculty.

As per the Regulation of the Directorate of Social Welfare, Government of Maharashtra, the staff student ratio of the College is to be maintained at 1:14.

Age and Sex

There is no minimum age for admission provided the student meets all other eligibility and admission criteria required by the University and the College.

Admission is open to both men and women students for all programmes.

Medium of Instruction

Medium of Instruction English is the medium of instruction for all courses. Hence, the ability to use English as a language is essential. Fluency in either Hindi or Marathi is required for working with the client system.

Teaching

Theory classes are held on Mondays, Tuesdays, Wednesdays, and Thursdays. Fieldwork days are on Thursday afternoon, Friday and Saturday. Most of the classes are conducted with a combination of lecture, presentation and discussion method where participation from students is strongly encouraged.

The students are given an outline of the content of each course as well as bibliography of the required reading at the beginning of each semester. Students are expected to supplement classroom learning by independent reading. Required readings are prescribed from several sources which are available in the library.

Examination and Marking System

For BSW, there is continuous internal assessment (40%) and semester end examination (60%) for each course in each semester. For MSW, there is continuous internal assessment (50%) and semester end examination (50%) for each course in each semester. Students both at BSW and MSW level need to have minimum of 75% attendance in all subjects to be eligible to appear for exams. The college can withhold the students from appearing for exam in case of failure to attain 75% attendance.

Passing Standard

The learners to pass a course shall have to obtain minimum of 40% marks for each course at the Semester End Examination. A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination respectively. The learner shall have to obtain a minimum of 40% in field work in each semester for BSW and MSW.

Hence, to pass the Examination, a candidate of BSW/ MSW must obtain:

- ★ 40% of the full marks assigned to a course
- ★ 40% of the full marks in field work

The medium of instruction is English and thus the question papers set at the Internal and External exams for **MSW** will be in English, However the student will be allowed to write the exam in Marathi or Hindi.

It is strongly recommended that students make necessary alternate arrangements for carrying out their family responsibilities if any, as the program would make demands on their time. Prior written permission has to be obtained for absence from individual classes from the faculty concerned. Leave of absence in each case may be granted on the merit of the particular case. For leave exceeding one day, prior intimation has to be sent to the Faculty Adviser. In case of illness exceeding a day, a letter explaining the absence must be sent to the Principal duly signed by the Faculty Adviser and a medical certificate should be submitted within three days after the student reports to the college after the illness. Any absence of students on the day of the reopening of the College after vacation will not be condoned except in unavoidable circumstances. Such absence will be treated as a serious lapse in the conduct of the student.

Field Work Students are expected to work for a minimum of 15 hours per week in the field. They are also expected to make up their fieldwork hours when absent from field work. The students are expected to compulsorily inform the agency and the field instructor if they cannot attend to the work on a fieldwork day so that the client system and the agency are not

inconvenienced. Failure to do so will be strictly dealt with. Any absence from fieldwork of a longer duration than one day must be communicated in writing to the Faculty Adviser. **Hundred per cent attendance in fieldwork** must be completed to be eligible to appear for the Examination.

BSW CURRICULUM

From the year 2023, the Bachelors of Social Work program is in accordance to the NEP 2020 and guidelines given by the UGC (Dec 22 Circular) for 4 years Honours with eight semesters with multiple entry and exit (Graduation 120 Credits and 4 Yrs honour 160 credits). Additional optional credits may be added as per Government of Maharashtra regulations.

The need to provide individualized field instruction (practice training), demands that a relatively small number of students are admitted to the College. As per GR No. UG/54 of 2008 the College may admit the 60 maximum number of students every year at the entry level.

BACHELOR OF SOCIAL WORK (GRADUATION & HONOURS WITH RESEARCH) DEGREES 2023

(Four Year Multiple Entry/Exit UG Program w.e.f 2023-24 as Per
Maharashtra Government Resolution April 2023)

BSW Curriculum as per NEP 2020

Certificate (NHEQF level 4.5)				
Semester	Course Category	Course Code	Course Title	Credits
I.	Major	Major 101	Introduction to Social Work	2
		Major 102	Field Work -I	4
	Open Electives	OE 101	Health and Nutrition Or SWAYAM or Any Other	2
		OE 102	Introduction to Psychology Or SWAYAM or Any Other	2
	Vocational Skill	VSC 101	Orientation to Field Practicum	2
	Skill Enhancement	SEC 101	Environment Studies	2
	Ability Enhancement	AEC 101	English- I	2
	Vocational Enhancement	VEC 101	Professional Values and Ethics	2
	Indian Knowledge System	IKS 101	Indian Knowledge System in Social Work Profession	2
	Co-curricular	CC 101	Wellness and Yoga	2
			Total Credits	22

II.	Major	Major 103	Social Work Practice with Individuals and Family	2
		Major 104	Field Work- II	4
	Minor	Minor 101	Individual and Family Interventions	2
	Open Electives	OE 103	Introduction to Sociology Or SWAYAM or Any Other	2
		OE 104	Human Growth and Development Or SWAYAM or Any Other	2
	Vocational Skill	VSC 102	Life Skills Education	2
	Skill Enhancement	SEC 102	Media Skills	2
	Ability Enhancement	AEC 102	English- II	2
	Vocational Enhancement	VEC 102	Information and Communication Technology	2
	Co-curricular	CC 102	Introduction to Creative Arts	2
			Total Credits	22

Diploma (NHEQF level 5)				
III.	Major	Major 201	Social Work Practice with Groups	2
		Major 202	Field Work-III	4
		Major 203	Social Work Practice with Communities	2
	Minor	Minor 201	Contemporary Development Studies	4
	Open Electives	OE 201	Introduction to Economics Or SWAYAM or Any Other	2
	Vocational Skills	VSC 201	Social Entrepreneurship	2
	Ability Enhancement	AEC 201	Hindi	2
	Field Project	FP 201	Participatory Rural Appraisal	2
	Co-curricular	CC 201	Theatre Skill	2
			Total Credits	22

IV.	Major	Major 204	Social Work Research - I	2
		Major 205	Social Welfare Administration	2
		Major 206	Field Work-IV	4
	Minor	Minor 202	Rural and Urban Studies	4
	Open Electives	OE 202	Introduction to Political Science Or SWAYAM or Any Other	2
	Ability Enhancement (*Students to choose between AEC 202 and AEC 203)	AEC 202	Marathi Or	2
		AEC 203	Sign Language	2
	Skill Enhancement	SEC 201	Basic Counselling	2
	Community Engagement	CEP 201	Group Work in Different Settings	2
	Co-curricular	CC 202	Project Management	2
			Total Credits	22

BSW Degree (NHEQF level 5.5).				
V.	Major	Major 301	Social Work Research Part II	2
		Major 302	Integrated Social Work Practice	4
		Major 303	Field Work- V	4
	Major Electives	ME 301	Women Studies	4
	Minor	Minor 301	Social Exclusion and Inclusion	4
	Vocational Skills	VSC 301	Disability and Community Based Rehabilitation	2
	Field Project	FP 301	Informal Sector	2
			Total Credits	22

VI.	Major	Major 304	Peace Education	2
		Major 305	Human Rights and Law	4
		Major 306	Corporate Social Responsibility	4
	Major Electives	ME 302	Child Rights	4
	Minor	Minor 302	Mental Health	4
	On Job Training	OJT 301	Field Work Internship	4
			Total Credits	22

BSW (Honours with Research) Degree (NHEQF level 6).				
VII.	Major	Major 401	Social Policy and Advocacy	4
		Major 403	Field Work - VII	4
		Major 404	Labour Studies	2
	Major Elective	ME 401	Sustainable Development	4
	Minor	Minor 401	Quantitative Research	4
	RP	RP 401	Research Project- Part 1	4
			Total Credits	22

VIII.	Major	Major 405	Management of Non Profit Organisations	4
		Major 406	Field Work- VIII	4
		Major 408	Education and Development	2
	Major Elective	ME 402	Qualitative Research	4
	RP	RP 402	Research Project- Part 2	8
			Total Credits	22

ADMISSION PROCEDURE FOR BSW PROGRAM

Candidates aspiring for BSW programme should have completed NHEQF Level-4/ Higher Secondary Course/ PUC/ +2 from any of the Approved School Boards in India or Abroad, with pass percentage at the Higher Secondary Course for eligibility to BSW admission.

BSW admissions is completely online. Applicants aspiring for BSW admissions need to simultaneously register with the University Pre-Admission Online Registration web portal available at <http://mumadmission.digitaluniversity.ac/> this site becomes active as soon as results of higher secondary (XII Std) exams are declared by the Maharashtra Board. Application form for admission to BSW program would be accepted only if candidate has done registration at the above-mentioned web link. Applicants from states other than Maharashtra, and foreign nationals may also use this facility. However, foreign nationals may have to undergo additional mandatory procedures by contacting the University directly before applying.

The BSW application form process will commence only after the declaration of H.S.C results in the state of Maharashtra. An entrance exam will be conducted followed by group discussion and interviews. Upon the completion of the admission procedure, the list of selected candidates will be put up on the notice board and website.

MSW CURRICULUM

The course of study for the degree of Master of Social Work (Prog Code: 501) shall be a fulltime course and its duration shall be four semesters which is two academic years. The curriculum consists of relevant theory and fieldwork. The total number of credits earned by the learner on successful completion of the MSW course is 88 credits.

As per GR No. UG/54 of 2008 the College may admit the following maximum number of students every year at the entry level. MSW First Year: 60 students

MSW Grid NEP 2024 onwards First Year Semester

SEM	CODE	SUBJECT	CREDITS
I Level 6.0	Mandatory		
	CC 401	Introduction to Social Sciences	4
	CC 402	Social Work with Groups	4
	CC 403	Field Work	4
	CC 404	History and Philosophy of Social Work	2
	RMC 401	Research Methodology- I	4
	Specialization (Choose One Subject)		
	DSE 401	Health and Social Work	4
	DSE 402	Rural and Urban Community Development	
	DSE 403	Family Centred Practice	
		TOTAL CREDITS	22

SEM	CODE	SUBJECT	CREDITS
II Level 6.0	Mandatory		
	CC 405	Community Organisation	4
	CC 406	Social Work Practice with Individuals and Families	4
	CC 407	Field Work	4
	CC 408	Psychology for Social Work Practice	2
	RMC 402	Research Methodology- II	4
	Specialization (Choose One Subject)		
	DSE 404	Mental Health Practice	4
	DSE 405	Or Marginalisation and Social Inclusion	
	DSE 406	Or Women Studies	
		TOTAL CREDITS	22

SEM	CODE	SUBJECT	CREDITS
III Level 6.5	Mandatory		
	CC 501	Social Policy in the Development Context	4
	CC 502	Administration in Social Work	4
	CC 503	Field Work in Specialization Area - Part 1 A. Health Social Work Practice B. Community Social Work Practice C. Child and Family Social Work Practice	4
	CC 504	Training in Field Work Supervision	2
	RP 501	Research Project- Part A	4
	Specialization (Choose One Subject)		
	DSE 501	Counselling Interventions	4
	DSE 502	Or Sustainable Development and Environment	
	DSE 503	Or Social Work with Older Adults	
		TOTAL CREDITS	22

SEM	CODE	SUBJECT	CREDITS
IV Level 6.5	<i>Mandatory Subjects</i>		
	CC 505	Integrated Social Work Practice	4
	CC 506	Human Rights and Legal Literacy	4
	CC 507	Field Work in Specialization Area - Part 2 A. Health Social Work Practice B. Community Social Work Practice C. Child and Family Social Work Practice	4
	RP 502	Research Project- Part B Research Tracks: A. Health Studies B. Community Studies C. Child and Family Studies	6
	<i>Specialization Subject (Choose One)</i>		
	DSE 504	Disability Studies and Practice	4
	DSE 505	Globalization and Informal Labour	
	DSE 506	Youth Centered Practice	
	TOTAL CREDITS		22

In part fulfilment of the requirements of the MSW Degree, students are required to undertake a Research Project of 10 credits. A member of the faculty will be assigned as a Research guide. The selection of topics starts towards the beginning of MSW Semester- II and students are required to utilize at least **a part of the vacation each year** for research related activities. The project report must be submitted for examination on the day fixed in the College.

ADMISSION PROCEDURES FOR MSW PROGRAM

For applying for the admission into MSW Programme, only online mode is available. Candidates aspiring for the MSW Programme should have completed NHEQF Level -5.5 /Graduation (10+2+3) from any of the UGC approved University in India or from a foreign University approved by AIU.

The minimum percentage for marks at the Graduation Course for eligibility to MSW admission process is 50% for General Category candidates and 45% for the candidates from Minority and Reserved Category.

Candidates from University of Mumbai are required to submit their result of Undergraduate program to the College as soon as it is declared. If the candidate is declared failed in Semester VI by University of Mumbai and other University, the admission of MSW program stands cancelled.

Candidates with Semester VI results pending from other than University of Mumbai are required to produce their confidential reports of the Semester VI results from their respective University on the day of MSW Interview/ Group discussion failing which candidates will not be eligible for further process of admissions. The Candidates applying from University other than University of Mumbai have to follow eligibility process subscribed by the University of Mumbai.

The reservation of seats is maintained as As per the Judgement dated 12th October 2017 of the Honorable Bombay High Court vide Writ Petition No. 1726 of 2001, Minority Colleges do not need to set aside seats for Backward Classes. This is reiterated by the University of Mumbai Circular (No.Aff./Recog.I/Admission/ (2018-19)/10/of 2018), dated 30th May, 2018.

Thus, 50% of the seats are reserved for Catholic Minority students.

The Candidates applying from University other than University of Mumbai have to follow eligibility process subscribed by the University of Mumbai.

Candidates from countries other than India are required to contact University of Mumbai for further process.

The Online MSW admission form will be available to candidates only after the payment of fees (Rs. 500/- for General Category candidates inclusive of Minority candidates and Rs. 400/- for candidates from Reserved categories) through online mode.

At the time of taking admission to the course by paying fees, the students will have to submit to the College the required number of attested copies of Mark Sheets / Degree certificates, together with the original documents.

For the MSW Programme admissions are based on a series of admission tests, a group discussion and a panel interview which takes into consideration the candidate's past academic performance, proficiency in the English language, general knowledge, background in social work experience, interest and aptitude for the profession.

Candidates applying for the M.S.W. programmes should have passed in the previous exam that they appeared for. However, a higher quality of performance at the selection procedure is expected from the students in order to be admitted to the course.

Admission shall be confirmed after paying fees, and verification of Mark Sheets / Degree certificates. The College will then apply to the University of Mumbai for Provisional Eligibility Certificate and get the documents verified from the Board / University from which the students have completed the qualifying examination. If the student does not have a 'Migration Certificate' and a Passing or Degree Certificate from his / her previous University, an application should be made for the same in the proforma prescribed by the University from which the candidate graduated. After obtaining the Provisional Eligibility, Migration and Passing or Degree Certificates, the

College will then follow up the process of obtaining 'Permanent Eligibility' for candidates. All the original documents will be returned in due course of time to the students by the College. Prior to applying for the Provisional Eligibility Certificate, the College will verify the certificate of the students.

PhD Programme

Duration of the PhD programme (Prog Code: 601) shall be a period from the date of admission to the programme to the date of submission of thesis for the degree. The College shall notify on an annual basis only a predetermined and manageable number of vacant seats for Ph.D., depending on the number of available research guides, academic and physical facilities available, keeping in mind the norms regarding the scholar-guide ratio.

1. Eligibility criteria:

Eligibility criteria will be as per the University of Mumbai Circular No. Exam./Thesis/Univ./VCD/947 of 2018 and UGC (Minimum standards & procedure for the Award of M.Phil./PhD Degrees) Regulation, 2016.

2. Admission Procedures:

- a. The applications received will be scrutinized to check the requirements and shortlisted for personal interviews
- b. The selection of students for the enrolment in the doctoral program is done entirely at the discretion of the Internal Research Review Committee of the college and the Research proposals for title approval will be sent to the Research Review Committee of University of Mumbai.
- c. After receiving final approval from the University Thesis section candidates start the process of registration. Candidates from other University will have to obtain a provisional eligibility from the University of Mumbai in the prescribed form and on payment of the prescribed fee before registering for Ph.D.

- d. Yearly fees of the college and University of Mumbai fees to be paid as per the fee structure

As per the requirement of the University of Mumbai, students registered for the doctoral program will have to reside in Mumbai for two years till they complete their thesis submission.

3. Duration of the PhD Program:

- a. Duration of the Ph.D. program shall be a period from the date of registration to the date of submission of thesis for the degree.
- b. The PhD program shall be of a minimum duration of three years and a maximum of six years
- c. Extension up to a maximum period of four semesters/two years for PhD shall be given by the Research and Recognition Committee (RRC) of the University of Mumbai.
- d. concerned shall submit the application in prescribed format for extension through his/her Research Guide and Head of the Research Centre three months prior to the expiry of the registration period. Further extension to the PhD tenure, for not more than two years, may be granted only by the Vice Chancellor, UoM, on a case-to-case basis. Provided that no candidate shall be permitted to extend the duration of PhD program beyond TEN years from the date of admission, and after this period the registration of the candidate shall be deemed to have ceased.
- e. Women candidates and Persons with Disability, with more than 40% disability may be allowed an additional relaxation two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave once in the entire duration of Ph.D. for up to 240 days.

MA (Social Innovation and Entrepreneurship)

About the Program:

MA (Social Innovation and Entrepreneurship) is a two-year masters' programme designed to help those who believe in social innovation and enterprise development as a tool for social change. The program is planned to help students to acquire the knowledge, skills, and mind-set necessary to launch a new social entrepreneurial venture or play a key leadership role in an existing one. The programme is interdisciplinary in nature and draws heavily from the blend of praxis of theory and cases, experience, and student inquiry. The programme is structured around the following important elements that are interwoven throughout: the field of social innovations, business structures used by entrepreneurs in urban and rural contexts, and realities of starting and/or managing an enterprise and social venture. The program aims at developing critical thinking, collaboration and evaluation skills useful to students contemplating careers in social business consulting, or in international development institutions. The courses are designed to create an innovative and sustainable approach for addressing the developmental issues. The program aims to enable students to develop and use business skills to address complex social problems especially in context of India. The expectations from the students is that they will be able to demonstrate the role of social innovators and entrepreneurship in creating innovative responses to critical social needs (e.g., hunger, poverty, inner city education, global warming, etc). This course will help to prepare students personally and professionally for meaningful employment by reflecting on the issues of social innovations and entrepreneurship. After the completion of the programme students are expected to start their own venture. This Programme has been approved by the Statutory Bodies of the College of Social Work (Autonomous) Nirmala Niketan and notified by the University of Mumbai as per the letter dated 14th Sept, 2022 to introduce M.A. (Social Innovation and Entrepreneurship) under the Faculty of Interdisciplinary Studies from the academic year 2022-23 as a self-financed course. Being a Minority Institution, 50% intake are for Catholic Minority.

- **Intake/ Seat Available:** 40 Students
- **Medium of Instruction:** English
- **Eligibility Criteria:** NHEQF Level 5.5 Graduation in any discipline (with 40% cumulative average) from any of the UGC approved University in India or AIU approved foreign universities.

**Syllabus Grid: MA(SIE) NEP COURSE
(2024 onwards)
First Year**

SEM	CODE	SUBJECT	CREDITS
Mandatory			
I Level 6.0	CC 421	Social Problems	4
	CC 422	Social Innovation	4
	CC 423	Organisation Behaviour	4
	CC 424	Micro Economic Analysis	2
	RMC 403	Research Methodology - I	4
Specialization (Choose One Subject)			
	DSE 421	SHG, Microfinance and Livelihoods	4
	DSE 422	Corporate Social Responsibility	
		TOTAL CREDITS	22

SEM	CODE	SUBJECT	CREDITS
Mandatory			
II Level 6.0	CC 425	Entrepreneurship	4
	CC 426	Accounting for Financial Decision Making	4
	CC 427	Field Immersion	4
	CC 428	Macro Economic Analysis	2
	RMC 404	Research Methodology-II	4
Specialization (Choose One Subject)			
	DSE 423	Management of Cooperatives and Producer Companies	4
	DSE 424	Or Supply Chain Management	
		TOTAL CREDITS	22
Cumulative Credits required for Exit with PG Diploma: 44			

Second Year

SEM	CODE	SUBJECT	CREDITS
Mandatory			
III Level 6.5	CC 521	Social Work Methods	4
	CC 522	Marketing	4
	CC 523	Sustainable Development and Law	4
	CC 524	Venture Planning Project	2
	RP 503	Research Project- Part A # Chapter 1 and 2 Submission	4
Specialization (Choose One Subject)			
	DSE 521	Governance of Social Enterprises	
	DSE 522	Or Circular Economy and Sustainable Business Practices	4
		TOTAL CREDITS	22

SEM	CODE	SUBJECT	CREDITS
Mandatory			
IV Level 6.5	CC 525	Business Law	2
	CC 526	Human Resource Management	4
	CC 527	Operations Management	4
	RP 504	Research Project- Part B # Chapter 3 and 4 Submission	8
Specialization (Choose One Subject)			
	DSE 523	Internship in Specialization Area	4
	DSE 524	Or Venture Start-Up Project	
		TOTAL CREDITS	22
Cumulative Credits required for MA (SIE) Degree: 88			

The detailed fee structure for Indian students is as follows:

	First Year	Second Year
Tuition Fees	40,000	40,000
Exam and Mark sheet Fees	2,000	2,000
E- Content/ Study Materials Fees	1,000	1000
Internship and Mentoring Services	5,000	5000
Library, Computer, IT, Sports and Infrastructure	2000	2000
<i>Year Wise Sub Total</i>	<i>50,000</i>	<i>50,000</i>
Total Program Fees for Two Years	Rs. 1,00,000 (One Lakh Rupees Only)	

Admission Procedure:

MA (Social Innovation and Entrepreneurship) Admission is based on: Written Test (50 Marks) which consists of Section I: English and Section II: Knowledge on Social Entrepreneurship (Objective & Subjective Questions) followed by Personal Interview (50 Marks)

Students whose names are declared in the first merit list should secure admission by paying the fees within the time and date specified. If they do not pay the fees and confirm their admission as per the first merit list date and time, they will not be considered further. Admissions will be considered to be completed only when the full fees of Rs. 50,000/- for the academic /first year are paid (against an official receipt) and the name of the applicant appears on the relevant rolls.

EXTENSION CENTRE

The College has set up an Extension Centre at Goregaon, a western suburb in the year 1992. The Extension Centre offers self-financing programs in various professionally relevant areas of specialization such as Social Research, Child Rights, Therapeutic Counselling, Certificate in Social Work for Para Professionals, Certificate in Social Work for Senior Citizens, PG Diploma in Corporate Social Responsibility, Certificate in Community Counselling, and Professional Development Course in Management of Non-Profit Organisations. Refer the Extension Centre Prospectus for the same.

RESEARCH AND DEVELOPMENT CELL

The College has a Research Unit which undertakes sponsored and consultancy research projects, either on request from government or non-governmental organizations or on its own initiative, in areas specific to social welfare and development. The Research Unit focuses on systematic, fact-based and action-oriented research that creates user-friendly social work-related knowledge for social work education and practice, social policy and advocacy. It aims to find effective field practice methodologies and person-centred interventions to better the quality of life of people.

The College publishes a peer-reviewed UGC Care listed professional journal titled “*Perspectives in Social Work*”, thrice a year. The students, faculty, and alumni are encouraged to subscribe to the journal and contribute articles.

LIBRARY

College of Social Work has a well-equipped library which serves as a rich resource of updated, relevant material for undergraduate and post graduate students. The library is completely computerized and serves all interested development professionals from the field in addition to its service to the College.

COMPUTER CENTRE

The College possesses a state-of-the-art updated computer lab; equipped with Core i3, i5 Windows 30 computers, three-in-one laser printers, ink jet printers, DVD writers, cabinets for students and other ergonomically designed computer tables and chairs. The lab equips students with skills and knowledge in the area of Information Technology so as to enhance their performance in their professional practice in today's technology driven world. It is open Mondays through Saturdays from 9:00 a.m. to 5:00 p.m.

AUDIO-VISUAL UNIT

Audio-Visual Unit serves the faculty and students in complementing lectures and fieldwork. It has a rich collection of AV materials with approximately 869 CDs/DVDs, videos, films and audiotapes. The Unit ensures that every class is

provided with laptops and LCD projectors as and when required. It also bears the responsibility of providing lending and borrowing facilities of audio-visual materials and undertakes the smooth running of the classes, cultural programmes and whenever AV materials are required for the College use.

MANDATORY RURAL CAMP

Rural Study Tours/ Camps are organised outside Mumbai in order to supplement students' classroom lectures, field work practice, and orientation activities. Students have to travel in small teams to places all over India. Parents should note that these camps are mandatory and there shall be no exception to your wards. Camps promote community living, provide experiences in organization, planning, adaptation and appreciation of varied cultural patterns and environments. Faculty members accompany students in order to promote the educational goals of this experience. Similarly, professional development workshops are organized each year to enable students to gain skills to work in rural / tribal areas of the state and country. Attendance in orientation activities, workshops and camps are compulsory and is seen as part of the total learning process.

COUNSELLING CENTRE & JOB PLACEMENT CELL

The College believes that social workers need to be healthy in body and mind in order to effectively reach out to their client population. Completely aware of challenges and stressful situations that students and staff face both in their personal and academic/ professional life; the College offers counselling services to students and staff. The Job Placement Cell proactively seeks to identify jobs for graduating students by inviting representatives from the Governmental, Non-Governmental and private sectors at the local, national and international levels to conduct campus recruitment at the end of the academic year. Campus recruitment starts in December to March every year and many students benefit from this recruitment drive.

HOSTEL FACILITIES

The Institute of Social Service (ISS) provides limited number of hostel seats on twin sharing and six-seater basis for women students at the premises of

where the College is located. The Asha Kiran located at the Extension Centre at Goregaon provides additional hostel facilities for women students. Since a limited number of seats are available, they are allotted to students who are most needy. Admission to the course does not guarantee admission to the Hostel.

SCHOLARSHIP AND SUPPORT SERVICES

College provides interest free loan scholarship to needy students to meet their educational expenses. It also facilitates in getting Government Scholarship and other merit scholarship for students. Students with physical disability or belonging to reserved categories can apply for government scholarships. The forms for these scholarships should be submitted to the office latest by mid-August in order to claim exemption from University fees by reserved category students. If the forms are not submitted by the above date, the University fees will be paid to the office by the end of August.

In order to help the students to meet the academic requirement of research and term paper, College has initiated a laptop bank where the students can avail the facility. Similarly, a free mid-day meal program is organised for students from vulnerable section of the society.

STUDENTS ACTIVITIES

Throughout the year the College is a hub of extra and co-curricular activities that brightens up student life at the College.

- Student Council functions as per the Maharashtra Universities Act, 2016. There are various student-led committees which look after the educational, sports and cultural activities of the students. Annual Day is an important culminating event that is celebrated with fun and festivity. Almost everyone hopes for this wonderful event to showcase their talents and achievements. Sports Day is another event which is much anticipated by students, often with the aim of winning trophies or prizes. Festivals such as Aarambh and Riwayat are organised by the general body of students' council, in addition to publishing NEEV, the annual magazine of students

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- Rotaract Club has been supported by Rotary Club of Mumbai South and their successive Presidents and District Governor
 - E-Cell is dedicated to promoting the spirit of entrepreneurship among students and encourage students today to start their own enterprise

Cultural Troupe prepares students to theatre and cultural competitions. Mr. Sandesh, our college staff directs the social plays of the college.

Admissions and Tuition fee for foreign student is as per the University of Mumbai circular.

Fees to be paid through online mode by link provided to students on Admission

NOTE: FEE STRUCTURE IS SUBJECT
TO REVISION AS PER THE
UNIVERSITY OF MUMBAI NORMS AND
NIRMALA NIKETAN INSTITUTE NORMS.

COLLEGE OF SOCIAL WORK, NIRMALA NIKETAN**FEES STRUCTURE FOR THE YEAR 2025-26**

Particulars	M.S.W.I	M.S.W.II	B.S.W.I	B.S.W.II	B.S.W.III
	Semester	Semester	Semester	Semester	Semester
	System	System	System	System	System
Tuition Fees	4,000	4,000	3,000	3,000	3,000
Library Fees	1,000	1,000	1,000	1,000	1,000
Gymkhana Fees	400	400	400	400	400
Other fees(Extra Curricular Activity, Project fees)	2,000	2,000	1,500	1,500	1,500
Exam Fees	3,983	3,983	2,583	2,583	2,583
Enrollment Fees	1,050		550		
Disaster Relief Fund	10	10	10	10	10
Admission Processing	200	200	200	200	200
Utility Fees	500	500	500	500	500
Magazine Fees	100	100	100	100	100
ID Card	50	50	50	50	50
Group Insurance Fees	46	46	46	46	46
Student Welfare Fund	100	100	100	100	100
Development Fees	1,300	1,300	1,100	1,100	1,100
Vice-Chancellor Fund	20	20	20	20	20
University of Mumbai, Sports & Cultural Activity	36	36	36	36	36
Ashwamedh/ Indradhanu	24	24	24	24	24
E-Suvida	50	50	50	50	50
E-Charges	20	20	20	20	20
Computer Practicals	2,500	1,500	1,000	1,000	1,000
Skill Laboratories Fees	2,500	2,500	1,500	1,500	1,500
Alumni Association Fees	100	400	300		200
Dissertation fees/Project Seminar Fees		500			
Convocation fees		500			500
Refundable					
Caution Money	200		150		
Library Deposit	300		250		
	500		400		
Total I	20489	19239	14489	13239	13939
Note: Study tour/camp fees will be collected when the visit is finalized					
Workshops & Guest/ ad-hoc Lectures	5000	6000	3000	3000	3000
Field Instruction and mentoring	3000	3500	2500	2500	2500
Syllabus & Manuals	200		200		
Students activities	2500	2500	2500	2500	2500
IT/MIS Fees	3500	3500	3500	3500	3500
Field Work Viva	300	300	300	300	300
Total II	14500	15800	12000	11800	11800
Total	34989	35039	26489	25039	25739

Charges for Other Documents Revised on 25th April, 2024

Transfer Certificate	150
Migration Form - (Verification)	150
No Objection Certificate/Bonafide Certificate (After Completion on the course)	100
Marksheet– (Duplicate)	350
Reference Letter	500
Attestation per page	10
Verification of foreign documents/Forms	1000
Transcript Rs. 1500/- for 1st copy (Additional copy Rs.500/- each) for Indian Students (Postage and other Expenses as actuals)	
Transcript Rs. 2500/- for 1st copy (Additional copy Rs. 1000/- each) for Foreign Students (Postage and other Expenses as actuals)	
Additional copy of Prospectus Rs.300/-, Syllabus Rs.400/- Research Project/ Term Paper Manuals/ Field Work Manual Rs. 200/- Each	
Documentation Verification Fees (For Students not from Board of Higher Secondary Education in Maharashtra and Universities other than University of Mumbai will be as per verifying University)	
Additional 1) Eligibility 2) Registration 3) Eligibility Enrolment fee will be charged for students other than from Mumbai University	

NOTE: FEE STRUCTURE IS SUBJECT
TO REVISION AS PER THE
UNIVERSITY OF MUMBAI NORMS AND
NIRMALA NIKETAN INSTITUTE NORMS.

Revised Fee Structure for Ph.D (Arts) Degree Course
As per the University of Mumbai 2010 onwards
Subject: Ph.D in Social Work

Fees	Amount (Rupees)	Remark	For Continuation Every year	For last Year
Tution Fee (Includes University share of Tution fee of Rs.2000/-)		Rs. 2000 per year		
Form and Prospectus fee	100	For first year (one time)		
Examination / Viva voce fee Mark sheet/ Provisional certificate fee	650	For first year (one time)		
Admission Processing fee	200	For first year (one time)		
Workshop / Seminar Fees	5000		5000	5000
Library fee*	1000		1000	1000
Gymkhana fee	200		200	200
Vice chancellors fund	20		20	20
Magazine	100		100	100
Identity card	50		50	50
Group Insurance	40		40	40
Student welfare	50		50	50
University sports and cultural activity	30		30	30
Development fee*	1000		1000	1000
Utility *	1000		1000	1000
Other fees*/ Extracurricular activities	500		500	500
Computer /internet	1000		1000	1000
e-suvidha	50		50	50
e-charges	20		20	20
Disaster relief fund	10		10	10
Ashwmedha fee	20		20	20
Document verification	400		400	400
Refundable Deposit	800		800	800
Caution Money	150		150	150
Library Deposit*	500		500	500
Registration fee at the time of admission		For first year (one time)		
Convocation fee		For Last year (one time)		250
Registration form fee		For first year (one time)		
Total	12890		11940	12190

* = College of Social Work has adopted the Ph.D fees from 2019 onwards with additional other fees.

** = The fees payable to the University kindly pay directly to University of Mumbai and not to the College.

ADMISSION RELATED CONTACT DETAILS

For any query related to BSW admissions,
Email to: nnbswadmission@gmail.com

For any query related to MSW admissions,
Email to: cswnnadmission@gmail.com

**For any query related to
MA (Social Innovation and Entrepreneurship) admissions,**
Email to: cswnnmasie@gmail.com

For any query related to PhD admissions,
Email to: cswnnphd@gmail.com

For any query related to Self-Financial Short Term Courses,
Email to: nnecentre@gmail.com

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