



**PhD Prospectus of the
College Of Social Work (Autonomous),
Nirmala Niketan**

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Message from the Principal

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. The PhD Programme of the College began in the year 1996 this prospectus will give you detailed information of the PhD programme which might help you in your decision to pursue PhD from our college.

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 society of Catholic Christian 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.

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.

PhD Programme

The College of Social Work Nirmala Niketan PhD Centre for Social Work has received approval from the University of Mumbai with a registration number No.Th/2204of1996 dated 2nd April 1996 with intake capacity of 10 students. From 2014 PhD intake capacity was granted as 25 students by the University of Mumbai.

Duration of the PhD programme (Prog Code: 601) shall be a period from the date of registration to the programme to the date of submission of thesis for the degree. Applications for Ph.D. degree in the subject of Social Work are invited all throughout the year from all the interested candidates who have qualified the PET Exams conducted by the University of Mumbai and those who are exempted from PET as per the University of Mumbai Circular No. Exam/Thesis/Univ/VCD/947. The College shall intimate the candidate based on 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 Research Proposal Presentation to the Internal Research Review Committee of the college. Only when the proposals are found satisfactorily it is forwarded to the University of Mumbai Research Review Committee for title approval. 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.

e. 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.

f. All interested and qualified candidates are requested to apply in prescribed format available at

<https://cswnn.edu.in/sites/default/files/users/user23/PhD%20Application%20Form.pdf>

The duly filled application form to be sent as hard copy by post and also soft copy through the email

cswnnphd@gmail.com

The candidates are expected to attach the following certificates with the application

- Photo copies of mark sheets and degree certificates of Bachelors, Master's level, PET/NET and post masters level Advance Research Methodology course.
- A comprehensive C.V
- Caste certificate if any
- NOC letter from the employer, if employed presently
- Approval letter/ experience letter and NOC for teaching faculty members of college/ university
- Research Proposal

Research Proposal format should cover the following:

- ❖ Title
- ❖ Introduction
- ❖ Literature review
- ❖ Formulation of Research problem
- ❖ Rationale
- ❖ Research questions
- ❖ Research Objectives
- ❖ Hypothesis if any
- ❖ Research design
- ❖ Source of data collection
- ❖ Tools of data collection
- ❖ Sample design
- ❖ Sampling technique
- ❖ Ethical Consideration
- ❖ Scope and limitation
- ❖ References
- ❖ Cite references for the literature review

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. The candidate 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.
- d) 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.

LIBRARY FACILITY

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 756 CDs, 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.

College Fee Structure:

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/-)	6000	Rs. 2000 per year	2000	2000
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	1000	For first year (one time)		
Convocation fee	250	For Last year (one time)		250
Registration form fee	25	For first year (one time)		
Total	20165		13940	14190
* = College of Social Work has adopted the Ph.D fees from 2019 onwards with additional other fees.				

For any query related to PhD admissions, email to: cswnpd@gmail.com



College of Social Work, Nirmala Niketan (AUTONOMOUS)
(Affiliated to the Mumbai University)
Application for Admission to
PH.D IN SOCIAL WORK

For Office Use:

Application No: _____

Received On: _____ Letter

Posted On: _____

Remarks on Checking Certificate:

Checked By: _____

Photograph

1) Name: _____
(Surname) (First) (Middle)

Address: (i) Present:

Tel No. _____

(ii) Permanent: _____

Tel No. & Email I.D.: _____

Age: _____ Date of Birth: _____ Marital Status: _____

Place of Birth: _____ Sex: _____ Religion: _____

Mother Tongue: _____ Nationality: _____

2) Father's Name :

(Surname) (First) (Middle)

Age: _____ Education: _____ Living/Deceased: _____

Occupation: _____
(Describe and specify designation)

Business Address:

Telephone: _____

3) _____
(Surname) (First) (Middle)

Age: _____ Education: _____ Living/Deceased: _____

Occupation: _____
(Describe and specify designation)

Business Address:

Telephone: _____

4) Maiden Name (for married students only): _____

Date of Marriage: _____

Name of Spouse: _____

Age: _____ Education: _____

Occupation: _____
(Describe and specify designation)

Business Address:

Telephone: _____

5. Educational Qualification :				
	Marks	Percentage	Marks	Percentage
Bachelor's Final Year				
Master in Social Work Final Year				
Advance Research Methodology				
M. Phil				
NET / SET / PET				

6) Work Experience related to Social Work (Paid or Voluntary)

Name and Place of Organisations	Date of Joining	Date of Leaving	Nature of Work	If paid amount of salary allowances etc.	If voluntary amount of honorarium etc.

7) Other type of work:

Reasons for leaving the job: _____

If you are working, are you deputed for training?

8) For Deputed Applicants:

- Name of the organization who deposes:
- Nature of work done by the applicant
- Duration of the appointment:
- Salary drawn:
- Number of hours per week that the applicant is expected to work in the agency, during training:
(A letter from the deposing agency with respect to the above, to be produced with the application form)

9) Financial resources for training:

- a. How will you meet your educational expenses?
- b. Are you eligible for any government scholarship?
(Please specify)
- c. Are you receiving scholarships from any other organization?

10) Write a Detailed Research Proposal

11) Have you applied currently to any other educational institutions? If so please give details.

12) Application must be accompanied by the following certificates

- a) Mark sheet of school leaving examinations
- b) PUC/HSC/ Arts, Science, Commerce
- c) Bachelor's Part I
- d) Bachelor's Part II
- e) Bachelor's Part III
- f) Master in Social Work I & II
- g) PET / NET / SET
- h) M Phil
- i) Course Work Certificate of Advance Research Methodology.
- j) Detail Research Proposal (3 Copies)
- k) One extra copy of photograph 2 1/2" x 1 1/2" for the identity card
- l) Biographical statement on work experience and purpose of joining the course
- m) Testimonials or Work Experience certificate
- n) Caste Certificate (where applicable)
- o) Application form Fees Rs. 200/- in cash.

Date: _____

Signature of the Applicant

ADMISSION RELATED CONTACT DETAILS

For any query related to PhD admissions
email to: cswnpd@gmail.com

Tel: 22002615 / 22067345