

# **MADRAS SCHOOL OF SOCIAL WORK**

(ESTD.1952)

(A NAAC Accredited Autonomous Institution Affiliated to the University of Madras)

32, Casa Major Road, Egmore, Chennai - 600 008.



**PROSPECTUS**  
**FOR**  
**RESEARCH PROGRAMMES (M PHIL & Ph D)**  
**FOR THE ACADEMIC YEAR 2018-19**

For Enquiries: 044-28192824, 044-28195126 (10 a.m. - 4 p.m.)  
College Website : [www.mssw.in](http://www.mssw.in) E-mail: [admissions@mssw.in](mailto:admissions@mssw.in)

## **ABOUT OUR FOUNDER**



### **Mary Clubwala Jadhav (1908 – 1975)**

**Founder, Madras School of Social Work**

A woman with an inborn instinct and insatiable thirst for service to humanity Mrs. Mary Clubwala Jadhav, founded the Madras of School of Social Work in 1952.

Born in 1908 into a rich Parsi family, she was raised strictly in the traditional way by her mother who taught her the values of caring and sharing. In 1926, she was married to Mr. Nogi Clubwala who encouraged her to involve in social activities. She was a regular visitor to government approved schools and worked for the Red Cross. After the sudden demise of her husband, instead of retiring into a shell, she decided to occupy her time meaningfully. She became totally involved in social work with sincerity and commitment.

In 1937, Mrs. Mary Clubwala was made the honorary secretary of the Guild of Service. At that time there were only three schools of social work in India and all of them were located in the northern region. In order to facilitate easy access and appropriate practical learning for students interested in social work in the southern region she decided to start the Madras school of social work. She had to face many hurdles and there was delay, but the will to start the school was not lost. With no initiation of action from the government, Mrs. Mary Clubwala took it on herself the task of starting the School of Social Work. She visited various schools of social work in USA to know about their functioning and finally her dream came true in 1952.

She had been honoured by the International Council of Social Welfare with the "Outstanding Service Award" at Hague in 1972. She has also been awarded the "Padma Shri" and her motto was service, service and service". On 6<sup>th</sup> February 1975, she breathed her last in Bombay after a surgery to fight cancer. Condoling her death, Mrs. Indira Gandhi mentioned that India lost an eminent social worker. Her dedication, perseverance and will to overcome obstacles, conviction and contacts enabled her dream of starting a school to train professional social workers come true.

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## **ABOUT MADRAS SCHOOL OF SOCIAL WORK**

Madras School of Social Work, an Autonomous Institution established in the year 1952 is affiliated to the University of Madras and is accredited by NAAC. It is located in Chennai, the state capital of Tamil Nadu. The Institution was founded by the doyen among Social Workers, Padmashree (Mrs.) Mary Clubwala Jadhav under the auspices of Madras State Branch of the Indian Conference of Social Work (renamed as Indian Council of Social Welfare) and Guild of Service - Central. The Institution is now under the aegis of Society for Social Education and Research (SSER), a registered non-profit organisation.

Madras School of Social Work by its long standing is a member of the Association of Schools of Social Work in India (ASSWI) and the Asia-Pacific Association of Social Work Education. The College has been rated as the best college for Social Work education in South India and one among the top 5 Social Work Institutions in India.

Madras School of Social Work offers the following Academic Programmes adopting CBCS pattern as prescribed by the TANSCHER and the University of Madras:

### **Under-Graduate Programmes:**

- Bachelor in Social Work (BSW)
- Bachelor of Science in Psychology (B. Sc. - Psy)

### **Post-Graduate Programmes:**

- Master of Social Work (MSW) – Aided & Self Financed.
- M.A. Human Resource Management (M.A. HRM)
- M.A. Human Resource & Organization Development (M.A. HR&OD)
- M.A. Development Management (M.A. DM)
- M.Sc. Counselling Psychology (M.Sc. CP)
- M. A. Social Entrepreneurship (M. A. SE)

### **Research Programmes:**

- M. Phil in Social Work
- M. Phil in Psychology
- Ph. D in Social Work

### **P.G. Diploma Programmes:**

- P.G Diploma in Human Resource & Industrial Relations (PGD HR&IR)
- P.G (Hons.) Diploma in Personnel Management & Industrial Relations (PGD PM&IR)

**Note:**

1. The academic year for all the programmes (except the M. Phil and Ph. D degree programmes) will begin by June of current year and end by May of subsequent year.
2. For the M. Phil degree programme, the academic year will begin by September and end by August of subsequent year as notified by the University of Madras.
3. Admissions to Ph. D degree programme will be made in four quarters (January, April, July, October sessions) as notified by the University of Madras.
4. For all the above mentioned programmes certificate/degree will be conferred by the University of Madras except for PGD.PM&IR for which the certificate will be issued by the Madras School of Social Work.

# VISION AND MISSION

## VISION

**To be a global leader in education, research and intervention in Social Work and allied disciplines towards transforming the human potential into socially sensitive change agents for sustainable development.**

## MISSION

MSSW will create outstanding professionals who will provide **transformational leadership** in the community and workplace. Through:

- An experiential transformative process of education and practice oriented pedagogy involving in multi-disciplinary social sciences research
- Implementing community out-reach in our core competency areas, need and evidence- based community practice interventions and delivering training & consultancy services to Corporate, Government and Civil Society Organizations
- Playing an active role in advocacy & policy formulation and access to contemporary knowledge resources.

<b>STREAM</b>	<b>SHIFT I (AIDED)</b>		<b>SHIFT II (SFS)</b>
<b>TIMING</b>	8:00 AM - 2:00 PM		1:30 PM - 6:30 PM
<b>COURSE TITLE</b>	Master of Philosophy in Social Work  M. Phil (Social Work)	Ph. D in Social Work	Master of Philosophy in Psychology  M. Phil (Psychology)
<b>DURATION</b>	1 year (full-time)	Full-time/Part-time	1 year (full-time)
<b>ELIGIBILITY CRITERIA FOR ADMISSION</b>	Candidates passed 2-year PG. Degree course in Social Work under 10+2+3 or 11+1+2 pattern	As per the University of Madras norms	Candidates passed 2-year PG. Degree course in Psychology under 10+2+3 or 11+1+2 pattern

## **RESEARCH (M.Phil & Ph D) PROGRAMME PROFILE**



## **MASTER OF PHILOSOPHY (M.Phil) IN SOCIAL WORK** **(Full – time only)**

The Master of Philosophy in Social Work Programme offered on full-time basis seeks to prepare candidates for careers in research or academics. The University of Madras recognized our institution for running M. Phil in Social Work (full-time) course in the aided stream during the year 1985. After autonomy, the M.Phil (Social Work) course curriculum has been thoroughly restructured and this course offers a judicious blend of theoretical inputs, field exposure and research work to develop the research aptitude and skills of the candidates.

### **Programme Objectives:**

- To provide an in-depth understanding in the candidates' field of specialization namely, Advanced Social Work or Advanced Human Resource Management and to equip the research scholars to relate theory to practice.
- To enhance the research skills of the candidates in both quantitative and qualitative methods.
- To promote aptitude for academic writing among the candidates.

### **Programme Duration**

The duration of the M. Phil programme is spread across two semesters (12 months) beginning from September every year.

**Medium of Instruction:** The medium of instruction is English.

### **Courses for Study**

The M. Phil (Social Work) programme carries 36 credits and has several components and the course matrix is given below.

<b>Course Matrix</b>	
<b>Semester – I</b>	<b>Semester -II</b>
<ul style="list-style-type: none"><li>• Advanced Social Work Theories and Models / Advanced Global Human Resource Management</li><li>• Advanced Social Research and Statistics</li><li>• Academic Writing – Theory &amp; Practice</li><li>• Research Monograph</li><li>• Field Work</li></ul>	<ul style="list-style-type: none"><li>• Dissertation</li><li>• Participation in Workshop</li><li>• Paper Presentation in National / International Conference</li></ul>

## Field Work

Since all the program offered by Madras School of Social Work are field based, the students undergoing the course of his/her own choice will get opportunities to undergo block field work (30 days) pattern of focused field training in various specialized organizations with whom the institute has developed an excellent networking over a period of time.

Field Work in M Phil in Social Work is a compulsory component with a specific course requirement.

- **Block Field Work:** The research scholars are required to attach themselves with research organizations in their field of specialization and carry out a one-month block field work during the month of December - January.

## Eligibility Criteria

All candidates should have passed two year P.G. Degree course in Social Work after three year Degree course and Higher Secondary of 12 years duration or Pre- University under 11 year SSLC +1 year or 10 +2 Pattern. Candidates who have passed the P.G. Degree Examination with less than 17 years of total duration of the course are not eligible for admission to M.Phil Degree course.

The Minimum marks for full- time M.Phil Degree course 55% for the candidates who have qualified for the Master's Degree in Social Work on or after 01-01-1991. The admission may be made on the basis of the marks obtained by the candidates in qualifying examination and marks scored in the Entrance Test. The community reservation rules of the Tamil Nadu will be applied for selection. Candidates from states others than Tamil Nadu shall be considered under General Turn except for SC and ST candidates.

## Selection Procedure

The applicants are required to undertake the *Entrance test and the interview*. The Entrance Test will be held after the publication of PG results.

It will be conducted for a maximum of **50 marks** for duration of 90 minutes.

The question paper will comprise of two parts namely,

- Part-A: Research Methodology and Statistics

- Part-B: Research Proposal.
- Part-A will consist of six questions out of which five are to be answered in about 400 words each (6 x 5= 30 marks).
- Part-B will consist of one question to be answered in about 1200 words (20 x 1= 20 marks).

The entrance test will be held in the college premises.

***All applicants are required to bring their original certificates for verification, on the date of entrance of examination.***

# **MASTER OF PHILOSOPHY (M Phil) IN PSYCHOLOGY**

## **(Full Time only)**

### **About the Course**

This is an intensive 2 semester program offered to post graduates in Psychology. The program is designed to enrich theoretical knowledge and practical skills. Students are equipped for holistic personality development that enhances their employability.

### **Pattern of the program**

<b>Semester - I</b>	<b>Semester -II</b>
Research Methodology	Internship
Counselling and Behaviour Modification	Dissertation
Test Construction	

### **Teaching and training methodology**

Research scholars are thought through various innovative methods. The course work provides comprehensive training in research methods and test construction where students develop psychological tool, they are also encouraged to do an intervention study for their dissertation. Students must attend at least two conferences/workshops during the course of their study. Students are encouraged to present papers in conferences and seminars and publish their articles in national and international journals.

### **Scope of the course**

The course will prepare the students to launch themselves in an expanding professional world as consultant psychologists, School/College Counsellors, Corporate Counsellors and Trainers, Therapists, Resource persons, Facilitators, Instructors and Teachers. They can also pursue research

## **Eligibility Criteria**

All candidates should have passed two year P.G. Degree course in Psychology after three year Degree course and Higher Secondary of 12 years duration or Pre- University under 11 year SSLC +1 year or 10 +2 Pattern. Candidates who have passed the P.G. Degree Examination with less than 17 years of total duration of the course are not eligible for admission to M.Phil Degree course.

The Minimum marks for full- time M.Phil Degree course 55% for the candidates who have qualified for the Master's Degree in Psychology on or after 01-01-1991. The admission may be made on the basis of the marks obtained by the candidates in qualifying examination and marks scored in the Entrance Test. The community reservation rules of the Tamil Nadu will be applied for selection. OBC Candidates from states others than Tamil Nadu shall be considered under General Turn except for SC and ST candidates.

## **Selection Procedure**

The applicants are required to undertake the *Entrance test and the interview*. The Entrance Test will be held after the publication of PG results.

It will be conducted for a maximum of **50 marks** for duration of 90 minutes.

The question paper will comprise of two parts namely,

- Part-A: Psychology & Research Methodology
- Part-B: Research Proposal.
- Part-A will consist of six questions out of which five are to be answered in about 400 words each (6 x 5= 30 marks).
- Part-B will consist of one question to be answered in about 1200 words (20 x 1= 20 marks).

The entrance test will be held in the college premises.

*All applicants are required to bring their original certificates for verification, on the date of entrance of examination.*

## **Ph D IN SOCIAL WORK (FULL TIME & PART TIME)**

The Ph. D (Social Work) programme in MSSW is a very challenging and rewarding research experience. Regularity and Scholarly rigour are the primary attributes expected from the Research Scholars.

### **Eligibility Criteria:**

1. The candidate should have obtained a Master's Degree with not less than Second Class or equivalent grade. In the case of Examinations where classification does not exist, a minimum 50% marks is needed in the qualifying examination.
2. Candidates should submit their application in the concerned Department on or before 2nd January, 1st April, 1st July and 1st October. Registration for Ph.D. may be done throughout the year as per the University of Madras guidelines.
3. **Prescribed Application forms and detailed Prospectus are available in the University of Madras website ([www.unom.ac.in](http://www.unom.ac.in))**
4. A candidate can register on full time, part-time (internal) or part-time (external) basis.
5. All admissions will be according to University of Madras regulations.

### **Procedure**

- Duly filled in application forms with all necessary enclosures should be sent to the Principal of the college on or before 31<sup>st</sup> of December for January session, 31<sup>st</sup> March for April session, 30<sup>th</sup> June for July session and 30<sup>th</sup> of September for October session of every year.
- Applicants will have to write an entrance exam and attend an interview.
- All applicants are required to bring their original certificates for verification, on the date of the entrance examination.

### **General**

Full time Research Scholars are expected to sign attendance register every day and part time four times in a month. They are expected to take classes, organize Seminars / workshop and publish papers. They are expected to participate in research projects.

## **2018-19 ADMISSION REGULATIONS**

### **(UNLESS OTHERWISE SPECIFIED IN THE COURSE DETAIL) Admission:**

- i. At the time of applying, candidates studying in 2-year Post Graduate degree program should have passed in all the subjects for the 1<sup>st</sup> to 4<sup>th</sup> semesters.
- ii. Admission will be based on merit, For the M Phil. programmes marks secured in PG Degree Course and Entrance Test marks will be taken into account for merit rank preparation. The weight-age for each component is as follows: PG Degree Marks 100 (converted to 50 marks) and Entrance Exam 50 marks. Community Quota allotments will be followed as per TN Govt. Rules.
- iii. Admission to all the M Phil programmes will be provisional until final mark sheet in case of HSC/ Bachelor's and Post Graduate Degree Certificate and final mark lists are produced and is also subject to University's approval. Candidates failing to produce marks certificate (for ALL semesters) within the stipulated time, will forfeit the seat allotted to them.
- iv. Admission is subject to verification of marks certificates and if the mark certificates are found to be false, admission is liable for cancellation besides criminal action being taken and fees paid for admission will not be refunded.
- v. All admission related communication shall be notified ONLY in the college Notice Board, college website ([www.mssw.in](http://www.mssw.in)) and through the email-ids given by candidates in their application. In case of failure in delivery of emails the college authorities will not take responsibility for the same.

**Hostel is NOT available for MPhil & PhD Scholars this year as there is no vacancy.**

### **M.PHIL - ADMISSION SCHEDULE -2018-19**

<b>S.No</b>	<b>Particulars</b>	<b>Important Date</b>
1	Launch of Online Application	4.7.2018 (Wednesday)
2	Last date for submission of Online application	08.8.2018 (Wednesday)
3	Entrance Examination	10.8.2018 (Friday)
4	Publication of short listed candidates	11.8.2018 (Saturday)
5	Payment of Fees	15.8.2018 (Wednesday)
6	Filling up vacancies	20.8.2018 (Monday)
7.	College opens for courses	22.8.2018 (Wednesday)

### **APPLICATION PROCEDURE**

**Applicants can apply using any one of the following procedures**

- A. ONLINE Application using online payment gateway
- B. ONLINE Application & Cash payment

**For detailed application procedure read the instruction for applicants given in the website:**

**[www.mssw.in](http://www.mssw.in)**