

# Information Brochure for

M.A. in Development Studies

Master of Health Administration

Master of Hospital Administration

M.A. in Social Work

2007-2009



**Tata Institute of Social Sciences**  
(A Deemed University)

**INSTITUTE DEEMED TO BE A UNIVERSITY**

No. F. 11-22/62-U2,  
Government of India,  
Ministry of Education,

New Delhi, the 29th April, 1964

**N O T I F I C A T I O N**

In exercise of the powers conferred by Section 3 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government, on the advice of the Commission, hereby declares that the Tata Institute of Social Sciences, Bombay, which is an institution for higher education, shall be deemed to be a University for the purpose of the said Act.

Sd/-  
(PREM KIRPAL)  
Secretary

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## IMPORTANT DATES

- (i) Last Date for Issue of Forms by Post : Feb. 02, 2007
- (ii) Last Date for Issue of Forms in Person : Feb. 09, 2007
- (iii) Last Date for Receipt of Completed Forms  
at the Institute by Post and in Person : Feb. 09, 2007
- (iv) Last Date for Receipt of Completed Forms  
at the Institute from remote areas/regions : Feb. 16, 2007
- (v) Last Date for Receipt of Completed Forms  
from foreign nationals at the Institute : Feb. 23, 2007
- (vi) Written Test and Group Discussion : June 04-13,  
2007
- (vii) Personal Interviews : June 05-14,  
2007
- (viii) Announcement of Selection : June 16, 2007
- (ix) Commencement of the Academic  
Session, 2007-2008 : June 25, 2007

# **1. TATA INSTITUTE OF SOCIAL SCIENCES: AN INTRODUCTION**

The Tata Institute of Social Sciences (TISS) was established in 1936, as the Sir Dorabji Tata Graduate School of Social Work. The first school of social work in India, the TISS was a pioneering effort, characteristic of the Sir Dorabji Tata Trust. The TISS subsequently influenced the direction of social work education and social research in India. The year 1964 was an important landmark in the history of the Institute, when it was recognised as a Deemed University by the University Grants Commission (UGC) of India.

Since then, the TISS has been expanding continuously in terms of educational programmes and infrastructure. While responding to the changing needs of the social and educational system in the country, the Institute has gone far beyond the initial concern of social work education. Thus, what started off as a small institution offering a post-graduate diploma in Social Work, grew into a Deemed University and, as a result, diversified its activities.

Since its inception in 1936, the TISS has never limited itself to the mandate of a conventional university; rather, it has worked for the promotion of sustainable, equitable and participatory development, social welfare and social justice through:

- value-based professional education for social work and other human service professions;
- social research and dissemination of socially relevant knowledge;
- social intervention through training and field action projects;
- contribution to social and welfare policy and programme formulation at state, national and international levels; and
- professional response to national calamities, through relief, rehabilitation and disaster management.

Over the years, the Institute has made a significant contribution to policy, planning, action strategies and human resource development in several areas, ranging from sustainable rural and urban development to education, health, communal harmony, human rights and industrial relations. In all cases, the

focus has been on the disadvantaged and marginalised sections of society, such as organised and unorganised labour, women, children, Dalits, and tribals.

Today, the TISS has earned recognition as an institution of repute from different Ministries of the Government of India (GoI), various State Governments, international agencies such as the United Nations, and the non-government sector, both national and international. This is due to a positive work ethos and creativity in the Institute, strong linkages among education, research, field action and dissemination and the social commitment and responsiveness to varying social needs. The National Assessment and Accreditation Council awarded a 5 Star rating to the TISS in 2002.

### **Key Positions**

Dr. S. Parasuraman M.Sc. (Pune), C.P.S. (IIPS), D.P.D. (ISS, The Hague), Ph.D. (Mumbai)	Director
Dr. Usha S. Nayar M.A., D.Phil. (Allahabad)	Deputy Director
Dr. Vimla Nadkarni M.A. (TISS), B.G.L. (Mumbai), Ph.D.(TISS)	Professor and Dean, School of Social Work
Dr. Shalini Bharat M.A., D.Phil. (Allahabad)	Professor and Dean, School of Health Systems Studies
Dr. R.N. Sharma M.A. (Agra), Ph.D. (IIT, Kanpur)	Professor and Dean, School of Social Sciences
Dr. R.C. Datta M.A. (Jodhpur), Ph.D. (Mumbai)	Professor and Dean, School of Management and Labour Studies
Dr. V. Gandhimati M.A., Ph.D. (Pune)	Professor and Dean, School of Rural Development
Dr. C.A.K. Yesudian M.A. (Madras), Ph.D. (TISS)	Professor and Dean, Research and Development

Dr. Nasreen Rustomfram M.A., Ph.D. (TISS)	Professor and Dean, Students' Affairs
Mr. Sandeep Chatterjee M.Sc. (Agra)	Registrar
Mr. H.G. Bhise M.Com. (Shivaji)	Deputy Registrar (General Administration)

## **2. TEACHING PROGRAMMES**

### **2.1 Master of Arts in Development Studies**

The M.A. in Development Studies programme (30 seats) will throw light on the rapid changes in the configuration of the State, markets, social institutions and civil society over the past decades in India and the world over and their cumulative consequences on people, more so to the disadvantaged and the marginalised. Conducted by the School of Social Sciences, the course would equip students in developing critical perspectives in examining development and its consequences for the community and the individual; the natural and social environment and socio-cultural institutions. The course will introduce the students to models of development; create an understanding of participatory, self-sustaining and people-centred public policies; and develop their expertise in methodologies and skills for development research, participatory approaches; and programme planning and management. Spread over two years (or four semesters), the students would be offered a wide range of courses, specialisation options and a research project experience. The faculty for this programme are drawn from a broad spectrum of disciplinary backgrounds (such as economics, sociology, political science, psychology, geography, and women's, cultural and media studies) and policy research expertise.

### **2.2 Master of Health Administration and**

### **2.3 Master of Hospital Administration**

The Master of Health Administration (10 seats) and Master of Hospital Administration (20 seats) programmes aim to develop a cadre of professional managers in the health sector. Both these programmes are offered by the School of Health Systems Studies.

The **M.H.A. (Health)** programme prepares students to take on managerial positions in community-based health care programmes by building capacities in planning, implementing, monitoring and evaluating community health care programmes. It also orients the students to macro issues relevant to health policy and programming in the country. The **M.H.A. (Hospital)** programme prepares students for leadership roles in the hospital sector through training in planning, operational and project management of hospitals including orientation in the managerial aspects of clinical and support services departments. The programme also imparts training in managing financial, material and human resources as well as planning and managing information systems.

The M.H.A. (Health and Hospital) Degrees are awarded after completing requirements of all four semesters, which may be done over a maximum period of 5 years, failing which the student will be disqualified from receiving the Master's Degree. Each semester involves taught courses, an internship, and/or a research project (optional for M.H.A. [Hospital]).

## **2.4 Master of Arts in Social Work**

The Master of Arts (M.A.) in Social Work programme (140 seats) is conducted by the School of Social Work. This programme aims to build commitment and competency in facilitating participatory change and transformation at the level of individuals, groups and communities; in government and non-government organisations (NGOs); and in law and policy. In addition to basic perspective-building and training in core practice skills, the M.A. Social Work programme will provide a sound grounding in a broad area of practice, followed by concentrations in major fields of practice, thematic knowledge and skills. Characterised by a high degree of flexibility, the programme provides students with a choice of engaging with a range of critical areas, including local democracy; rural and urban community development; disability; families, children and youth; community and mental health; criminology and correctional social work; and social justice and governance. Along with classroom teaching, all students will undertake fieldwork throughout the two years of study, as well as a rural practicum and a study tour. Students will also have the

option of undertaking a research project. The faculty for this programme will be drawn from the School of Social Work, social science disciplines and practitioners, activists, policy makers, and other experts.

## **CAREER OPPORTUNITIES**

### **Social Work**

TISS Social Work graduates are valued in the voluntary and inter-governmental organisations and the government. They work at multiple levels, at the grassroots, programming and policy, with a range of small and large NGOs and networks, social movements and campaigns, national and international development organisations, social research institutions, the corporate sector and, in select sectors of the administration.

### **M.H.A. (Health and Hospital)**

M.H.A. (Health) graduates are employed in community health care programmes of large NGOs working at the national and international levels as well as bi-lateral and multi-lateral agencies after gaining a few years of experience. M.H.A. (Hospital) graduates find employment in private sector hospitals, including trust and corporate hospitals, hospital consultancy firms, and health insurance organisations.

### **Development Studies**

Students who graduate with this degree will find their professional career in academic institutions pursuing inter-disciplinary research and teaching in development studies; in civil and allied administrative services; development facilitating organisations; the corporate sector; and in research consultancy firms.

## **3. COURSE FRAMEWORKS**

All students of Master's Degree Programmes at TISS are required to take a set of 6 common Foundation Courses (FCs). These courses will provide students with an orientation to basic perspectives, issues and themes in society, politics, economy and culture. Spread over the First Year of study, the FCs seek to provide common minimum base of understanding for all TISS students on which they will build on during the rest of their course of study.

### 3.1. M.A. in Development Studies

#### 3.1.1 Distribution of Credit Hours

Year	Details	Credit Hours
First	Courses (including FCs)	40
Second	Courses	36
	Dissertation	12
<b>Total</b>		<b>88</b>

#### 3.1.2 Semester-Wise Listing of Courses

##### **First Semester**

###### *Foundation Courses:*

- FC 1: Understanding Society and Social Structure
- FC 2: Human Behaviour, Identity, Culture and Media
- FC 3: State, Democracy, Conflict and Change

###### *Compulsory Courses:*

- DS\* 1: Philosophical and Methodological Foundations of Development Research
- DS 3: Development Theories
- DS 5: Quantitative Analysis and Computer Applications
- DS 14: Civil Society Groups and Development

##### **Second Semester**

###### *Foundation Courses:*

- FC 4: Introduction to Basic Economics
- FC 5: India's Development Approach and Experience
- FC 6: Seminar Course – Contextualising Social Reality
- DS 4: Environment and Sustainable Development

###### *Compulsory Courses:*

- DS 2: Qualitative Research Methods
- DS 6: Development Economics
- DS 7: Psychological Aspects of Social Change and Development
- DS 8: Political Economy of Urbanisation, Space and Development

### ***Third Semester***

#### *Compulsory Courses:*

- DS 9: Institutions, Governance and Policies
- DS 10: Political Economy of Development
- DS 11: Population Dynamics and Development
- DS 12: Education and Development

#### *Concentrations:*

CONCENTRATION A: WORK, WELFARE AND DEVELOPMENT PLANNING

- DCA 1: Work, Labour and Development
- DCA 2: Agriculture and Development

CONCENTRATION B: GENDER AND DEVELOPMENT

- DCB 1: Women, History and Society: Feminist Theory and Perspectives
- DCB 2: Women and Work: From Archives to the Globalised World

CONCENTRATION C: HUMAN ECOLOGY AND DEVELOPMENT

- DCC 1: Self, Culture and Identity
- DCC 2: Contextualising Human Development

CONCENTRATION D: DIVERSITY, EXCLUSION AND DEVELOPMENT OF THE MARGINALISED

- DCD 1: Understanding Diversity, Exclusion and the Marginalised
- DCD 2: Development of the Marginalised in Pre- and Post-Independent India
- OP 1: One Elective Course from any three Concentrations

### ***Fourth Semester***

#### *Compulsory Courses:*

- DS 13: Media and Development
- DS 15: Project Planning and Evaluation
- OP 2: One Elective Course from any three Concentrations

CONCENTRATION A: WORK, WELFARE AND DEVELOPMENT PLANNING

- DCA 3: Public Economics: Theory and Practice
- DCA 4: Urban and Regional Planning

CONCENTRATION B: GENDER AND DEVELOPMENT

- DCB 3: Gender and International Development

DCB 4: Women's Rights and Advocacy

CONCENTRATION C: HUMAN ECOLOGY AND DEVELOPMENT

DCC 3: Food Security, Nutrition and Health

DCC 4: Family, Social Change and Development

CONCENTRATION D: DIVERSITY, EXCLUSION AND DEVELOPMENT OF THE MARGINALISED

DCD 3: Globalisation and the Marginalised

DCD 4: Dealing with Development Impact

DISSERTATION (Compulsory)

### **Block Placement<sup>††</sup>**

**Notes:** \* DS: Compulsory Course;

\*\*\* DCA, DCB, DCC and DCD: Courses from Concentrations A,B,C and D.

† Out of four Concentrations, option for any one Concentration.

†† In addition to the above courses, all students of Development Studies are required to take Block Placement for field experience at the end of the Fourth Semester.

## **3.2 Master of Health Administration and Master of Hospital Administration**

### **3.2.1 Distribution of Credit Hours**

<b>Year</b>	<b>Details</b>	<b>Credit Hours</b>
<b>First</b>	Courses	36
	Internship	12
<b>Second</b>	Courses	22
	Internship	12
	Research Project or Additional Internship	6
<b>Total</b>		<b>88</b>

### **3.2.2 Semester-Wise Listing of Courses**

#### **First Semester (24 Credits)**

FC 1: Understanding Society and Social Structure

FC 2: Human Behaviour, Identity, Culture and Media

FC 3: State. Democracy, Conflict and Change

- FC 6: Social Science Perspectives on Health (Part I – Units I, II & III)
  - BC 1: Principles of Health Services Management
  - BC 2: Research Methodology 1
  - HE 1: Community Health
  - HE 2: Management of National Health Programmes
  - HO 1: Organisation and Administration of Supportive Services
  - HO 2: Organisation and Administration of Clinical and Super speciality Services
- Ist Internship**

***Second Semester (24 Credits)***

- FC 4: Introduction to Basic Economics
  - FC 5: India's Development Approach and Experience
  - FC 6: Social Science Perspectives on Health (Part II – Units IV & V)
  - BC 3: Research Methodology 2
  - BC 4: Organisational Behaviour
  - BC 5: Human Resource Management and Labour Legislation
  - BC 6: Financial Accounting
  - BC 7: Epidemiology & Biostatistics
  - HE 3: Health Planning
  - HO 3: Hospital Planning
- IInd Internship**

***Third Semester (22 Credits)***

- BC 8: Health Policy and Administration
  - BC 9: Operations Research
  - BC 10: Comparative Health System
  - BC 11: Strategic Management in Health care Settings
  - BC 12: Materials Management
  - BC 13: Legislation for Health and Hospital
  - HE 4: Health Management Information Systems
  - HE 5: Health Education and Communication
  - HO 4: Management Accounting
  - HO 5: Marketing Management
- IIIrd Internship**

***Fourth Semester (18 Credits)***

- HE 6: Gender, Health and Rights
- HE 7: Urban Health
- HE 8: Financing of Health Services

HO 6: Systems Development & Information Resource  
Management in Hospitals

HO 7: Quality Management

HO 8: Financial Management

DISSERTATION / OPTIONAL INTERNSHIP

### **IVth Internship**

- Notes:**
1. Every student is required to do one internship in each semester – a total of four internships.
  2. Dissertation is compulsory for M.H.A. (Health) but optional for M.H.A. (Hospital). Those not opting for Dissertation are required to do additional optional internship (fifth internship).

## **3.3 M.A. in Social Work**

### **3.3.1 Distribution of Credit Hours**

<b>Year</b>	<b>Details</b>	<b>Credit Hours</b>
<b>First</b>	Courses	32
	Field Work / Internship	12
<b>Second</b>	Courses	32
	Field Work / Internship	12
<b>Total</b>		<b>88</b>

### **3.3.2 Semester-Wise Listing of Courses**

#### **First Semester**

##### *Foundation Courses:*

FC 1: Understanding Society and Social Structure

FC 2: Human Behaviour, Identity, Culture and Media

FC 3: State, Democracy, Conflict and Change

##### *Core Curriculum:*

SW 1: Social Work Practice I

SW 2: Ideology and Philosophy of Social Work

SW 4: Quantitative Research Methods in Social Work

#### **Second Semester**

##### *Foundation Courses:*

FC 4: Introduction to Basic Economics (2 credits)

FC 5: India's Development Approach and Experience

FC 6: Preparing for Social Work Practice

### *Core Curriculum*

SW 1: Social Work Practice 2

SW 3: Participatory Communication

SW 5: Qualitative Research Methods in Social Work

### **Third Semester**

SW6: Social Work Practice

SW7: Analysis in Qualitative and Quantitative Research for Research Project students.

### *Field of Practice Concentrations (C1):*

C1.1: Community Organisation and Development Practice

C1.2: Family Social Work

C1.3: Persons with Disabilities and Equalisation of Opportunities

C1.4: Health and Development

C1.5: Dalits and Tribals: Social Justice, Equity and Governance

C1.6: Women-Centred Social Work: Theory and Practice

C1.7: Criminology and Justice

### **Fourth Semester**

#### *Thematic Concentrations (C2):*

C2 1: Rural Development, Environment and Sustainable Livelihoods

C2 2: Urban Development: Unorganised Sector and Livelihood

C2 3:<sup>†</sup> Social Work in the Field of Mental Health

C2 4: Social Policy and Social Welfare Administration

C2 5: Child and Youth Development

C2 6:<sup>†</sup> Community Health

C2 7: Disasters, Impoverishment and Social Vulnerability

C2 8: Juvenile Justice and Youth in Conflict

#### *Skill-Based Concentrations (C3):*

C3.1: Management of Non-Profit Organisations

C3.2: Developmental Therapeutic Counselling

C3.3: Social and Development Planning and Advocacy

C3.4: Rehabilitative and Correctional Social Work

C3.5: Child and Youth Practice

**Notes:** \* A Concentration is a bundle of inter-connected, but distinct courses offered as one unit.

<sup>†</sup> To be offered every alternate year.

In addition to the above courses, all students of the M.A. in Social Work programme will be required to undertake field work in all Semesters as well as a Rural Practicum. A Block Placement for field work at the end of 2 years of study is another requirement. Research Project is optional.

#### 4. STUDENTS' SERVICES

The TISS values the quality of academic and residential life on the campus and the well-maintained lush green natural environment provides an ideal setting. Students have access to the **Sir Dorabji Tata Memorial Library** that houses over 100,000 volumes from around the world as well as facilities for reading, photocopying, etc. Students also have access to internet-enabled computers, as well as to a wide range of knowledge resources, both electronic and print.

All hostels are internet-enabled and provided with some computer terminals. Students may also access internet-enabled computers at the Terminal Room. The campus also houses a Dining Hall, largely student managed, and the **MK Tata Gymkhana and Recreation Centre**, with fitness training equipment and an indoor Badminton Court.

The **Student's Union** and other student bodies are actively encouraged to promote a vibrant intellectual and cultural life on the campus. In addition, students also have access to Doctors and Counselors on campus.

#### **SCHEDULED CASTES AND SCHEDULED TRIBES CELL**

*The Scheduled Castes (SC) and Scheduled Tribes (ST) Cell organises several activities pertaining to SC and ST students and staff of the Institute. The Cell organises post admission orientation programme for new students at the beginning of the academic session. Further, various remedial coaching classes are conducted on life skills, personality development, writing assignments and making presentations, and so on. The Cell also organises Hindi and Marathi language classes. Interactive sessions and informal meetings with students are also conducted to help them deal with personal, social and academic problems.*

## 5. ELIGIBILITY

### 5.1 Eligibility to Apply

#### ***M.A. in Development Studies***

(a) A Bachelor's Degree of a minimum of 3 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a recognised university, in any discipline with a minimum average of 50 per cent of marks (40 per cent for SCs and STs).

OR

(b) Candidates who will complete all the requirements of their final year Bachelor's Degree examinations by Saturday, June 23, 2007, will also be eligible to apply provided they have obtained minimum aggregate of 50 per cent of marks (40 per cent for SCs/STs in their first and second year college/ university examinations taken together, if the degree course is of three years; and the first, second and third year college/ university examinations, if the degree course is of four years, for all the subjects examined. In such cases, admission to the Master's Degree Programmes of the Institute shall be provisional. If a provisionally admitted student fails in the final year examination, the offer of provisional admission will be automatically cancelled.

#### ***M.H.A. (Health and Hospital)***

(a) A Bachelor's Degree of a minimum of 3 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a recognised university in any discipline with minimum aggregate marks of 50 per cent (40 per cent for SCs and STs).

(b) Medical graduates should complete their internship on or before June 23, 2007. Otherwise, their candidature will be automatically cancelled.

**Note:** Candidates who are awaiting their final year Bachelor's Degree examination results are **not** eligible to apply for admission to either of the M.H.A. programmes.

### **M.A. in Social Work**

- (a) A Bachelor's Degree of a minimum 3 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a recognised university in any discipline with a minimum aggregate of 50 per cent marks (40 per cent for SCs and STs).

OR

- (b) Candidates who will complete all the requirements of their final year Bachelor's Degree examinations by **Saturday, June 23, 2007**, will also be eligible to apply provided they have obtained minimum aggregate of 50 per cent of marks (40 per cent for SCs and STs) in their first and second year college/university examinations taken together, if the degree course is of three years; and the first, second and third year college/university examinations, if the degree course is of four years, for all the subjects examined. In such cases, admission to this master's degree programme will be provisional. If a provisionally admitted student fails in the final year examination, the offer of provisional admission will be automatically cancelled.

### **5.2 Instructions for Determining Eligibility to Apply**

- (i) Marks of only the Bachelor's Degree pursued by the applicant will be taken for determining his/her eligibility. Those who are pursuing the final year of their Bachelor's Degree course will be eligible to apply to the M.A. programmes in Social Work and Development Studies only, provided they maintain the minimum percentage of marks as specified under 5.1.
- (ii) The first, second and third year marks of the Bachelor's Degree examinations (if the degree is of 3 years duration) or first, second, third and fourth year marks of the Bachelor's Degree examinations (if the degree is of 4 years duration) of all the subjects taken including major/main, minor/subsidiary and languages, etc. must be shown by the candidates as they will be taken into account, while calculating the overall average percentage of marks to determine the eligibility to apply.

- (iii) In case of dual degree (5 years integrated degree after 12th), the marks of first 3 years will be considered to determine the percentage as specified under 5.1.
- (iv) Rounding of the marks for calculating the overall average percentage of marks is not allowed.
- (v) Candidates, whose marks are in grade or grade points, must convert the grade or grade points into marks and write those marks in the appropriate column/s in the Application Form, provided along with this Information Brochure. Otherwise, the application will be treated as incomplete and rejected.
- (vi) Eligibility, once determined on the basis of the information given by the candidate in the Application Form, shall be final for the purpose of tests/interview/selection. However, in case it is found that the information furnished by a candidate is incorrect or misleading or ineligibility being detected before or after the tests/interview/selection/admission, his/her candidature will be cancelled without giving reasons thereof.
- (vii) If a provisionally admitted student fails in the final year of his/her Bachelor's Degree Examination and even if he/she has applied for re-evaluation at the university/college, he/she will still not be allowed to continue the programme as the offer of provisional admission stands automatically cancelled on his/her failure in the final year examination.
- (viii) Candidates who are in the final year of their Bachelor's Degree course but have not passed in all the courses (main/major/subsidiary, etc.) of first and second year (if the Degree is of 3 years duration) and first, second and third year (if the Degree is of 4 years duration) on the day of applying for the programme are not eligible to apply for any postgraduate programme of the Institute.
- (ix) Candidates who have been declared as failed in the final year examination are not eligible to apply for any of the Master's Degree Programme of the Institute, unless they pass their Bachelor's Degree examination.
- (x) Candidates not fulfilling the minimum requirement of percentage of marks as specified in 5.1 section are not

eligible to apply. If they apply, the cost of Application Form will not be refunded as it is non-refundable.

### 5.3 Method for Calculation of Average Percentage of Marks to Determine the Eligibility to Apply

- (i) In the case of candidates who have acquired their Bachelor's degree under the 10+2+3 pattern of study:

I Year	Main Courses		Subsidiary Courses including languages				Grand Total
	I	II	I	II	III	IV	
Course No.							
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	60	45	50	65	50	54	<b>324</b>

  

II Year	Main Courses			Subsidiary Courses including languages			Grand Total
	III	IV	V	VI	VII	VIII	
Course No.							
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	70	60	40	50	55	55	<b>330</b>

  

III Year	Main Courses			Subsidiary Courses including languages			Grand Total
	V	VI	IX	X	XI	XII	
Course No.							
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	75	65	45	55	60	60	<b>360</b>

$$\text{Average Percentage of Marks} = 1014 \div 1800 = 56.33$$

- (ii) In the case of candidates who have passed in all the courses including main/major/subsidiary/minor, etc. of the first and second year examinations, if the Degree is of 3 years duration and will complete the final year exams by June 23, 2007, the Average Percentage of Marks will be calculated for the marks of the first two years only, that is,

$$\text{Average Percentage of Marks} = 654 \div 1200 = 54.50$$

- (iii) In the case of candidates who have passed a Bachelor's degree under 10+2+4 pattern of study.

I Year	Main Courses		Subsidiary Courses including languages				Grand Total
	I	II	I	II	III	IV	
Course No.							
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	60	45	50	65	50	54	<b>324</b>

<b>II Year</b>	Main, Courses			Subsidiary Courses Including languages			Grand Total
Course. No.	III	IV	V	VI	VII	VIII	
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	70	60	40	50	55	55	<b>330</b>
<b>III Year</b>	Main Courses			Subsidiary Courses Including languages			Grand Total
Course No.	V	VI	IX	X	XI	XII	
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	75	65	45	55	60	60	<b>360</b>
<b>IV Year</b>	Main Courses			Subsidiary Courses Including languages			Grand Total
Course No.	VII	VIII	XIII	XIV	XV	XVI	
Max. Marks	100	100	100	100	100	100	600
Passing Marks	35	35	35	35	35	35	—
Marks Obtained	60	65	60	65	60	65	<b>375</b>

Average Percentage of Marks =  $1398 \div 2400 = 57.88$

- (iv) In case of candidates who have passed in all the courses including main/major/subsidiary/minor etc. of the first, second and third year examinations, if the Degree is of 4 years duration and will complete the final year exams by June 24, 2006, the Average Percentage of Marks will be calculated for the marks of the first three years only, that is,

Average Percentage of Marks =  $1014 \div 1800 = 56.33$

## 6. SELECTION PROCEDURE

The selection procedure is spread over a period of two days:

**DAY 1:** Essay/Written Test and Group Discussion(GD).

**DAY 2:** Personal Interview for candidates clearing the Essay/ Written Test and GD.

Those satisfying the eligibility requirements will be assessed for selection through the following:

- (a) **Academic Background (30 Marks):** Marks are awarded to each applicant on the basis of overall percentage of marks secured in the Bachelor's Degree. High academic achievement is not the only criterion on which the candidate will be selected.

- (b) **Essay/Written Test (60 Marks):** The Essay/Written Test (ET) aims at assessment of knowledge about contemporary issues in the field and sensitivity to social issues, expressed through written analysis in English. The time allotted is 45 minutes. In Social Work, the students will be assessed on the basis of caselets (40 marks) and an English language test (20 marks).
- (c) **Group Discussion (40 Marks):** The GD aims at assessment of knowledge about contemporary issues in the field and sensitivity to social issues expressed orally in English in a group situation. The time allotted is 25 minutes.
- (d) **Personal Interview (70 Marks):** To become eligible for the personal interview:
- A general candidate in Social Work and Development Studies should secure a minimum combined score of 45 marks (35 marks for SCs and STs) in the Essay/Written Test and GD put **together**.
  - A general candidate in Master of Health/Hospital Administration should secure at least 40 marks (30 marks for SCs and STs) in the Essay/Written Test and GD put **together**.

The candidate is also expected to be acquainted with the programme for which he/she has applied for, as questions may be asked on the topic during the personal interview.

The list of candidates eligible for personal interview on the basis of their performance in the Essay/Written Test and GD will be announced in the evening of the same day. **The interview will be held on the next working day.** Candidates are required to check the list of candidates eligible for personal interview put up on the Notice Board for the exact timing of their personal interviews. Candidates not qualifying for interview should immediately vacate the hostel, if availed of it, to make room for other candidates.

**Important:** All the candidates short-listed for the personal interview will be required to collect a copy of the **Detailed Application Form** from the Academic Section of the Institute between **8.00 a.m.** and **9.00 a.m.** on the day of their interview. The applicants may note that the Detailed Application Forms will be

considered by the Interview Panel. They will be required to fill in the form in all respects, attach **photocopies of all marksheets, certificates, examination appearance certificate from college, and also the copies of extra-curricular activities**, if any, as mentioned on page 27 of this Information Brochure. Candidates are also requested to carry two passport-sized photographs with them. The duly completed form, along with annexures, should be submitted to the Academic Section before 9.30 a.m. on the day of personal interview. **No candidate will be allowed to appear for the personal interview without submitting the detailed application form.**

### RESERVATIONS

#### **Scheduled Caste and Scheduled Tribe Candidates**

As per GoI requirements, 15 per cent and 7.5 per cent seats are reserved for SC and ST candidates, respectively, in all the programmes.

#### **Persons with Disability**

Three per cent seats are reserved for Persons with Disability (PWD) of which 1 per cent each is reserved for (a) Low Vision/ Blindness (b) Hearing Impairment, and (c) Locomotor Disability/ Cerebral Palsy.

## 7. FEES, DEPOSITS AND OTHER CHARGES

(Estimated Expenditure for One Academic Year)

		Rs.
<b>A. Tuition Fees</b>	SW	20,000
	M.H.A.	23,200
	DS	20,000
	Exam Fees	600
Development Fund		
SW		5,000
M.H.A.		5,000
DS		5,000
Other Charges		1,544
Compulsory Deposits		4,500

<b>B. Hostel Fees</b>	
Double Seater	3,000
Multi Seater	2,000
Electricity Charges	3,000
Dining Hall (for vegetarian food – extra charges for non-veg. food)	*12,000
<b>C. Internship Expenses (M.H.A.)</b>	3,000
<b>D. Rural Practicum (SW)</b>	1,500
<b>E. Research Expenses</b>	2,000
<b>F. Block Field Work Expenses (2nd year)</b>	1,000
<b>G. Refundable Deposits (Hostelites)</b>	4,400

**Note:** \*(Deposits to be adjusted against DH monthly bills)

**Total Estimated Expenditure (Excluding Research Expenses)**

<b>First Year (2007-2008)</b>	<b>SW</b>	<b>M.H.A.</b>	<b>DS</b>
Hostelite	55,644	63,344	55,644
Non-Hostelite	37,644	42,344	37,644
<b>Second Year (2008-2009)</b>			
Hostelite	47,744	55,444	47,744
Non-Hostelite	29,744	34,444	29,744

## **8. APPLICATION PROCEDURE**

### **8.1 How to Obtain the Application Form**

The prescribed Application Forms can be obtained:

- By sending a request letter to the Deputy Registrar (General Administration) of the Institute along with a Demand Draft for Rs. 550/-, drawn in favour of the **Registrar, Tata Institute of Social Sciences, Mumbai**, and payable at Mumbai. This should be accompanied with a self-addressed and stamped cloth lined envelope. The candidates should write, in bold capital letters on the envelope, "Application for Admission to the Master's Degree Programme (2007-09)". If applying for more than one programme, separate drafts for Rs. 550/- per form, with separate self-addressed cloth-lined envelopes should accompany the request letter; or
- By downloading the Application Form from the TISS Website: [www.tiss.edu](http://www.tiss.edu) (please note that while submitting the downloaded Application Form, it should be accompanied by a Demand Draft for

Rs. 500/- per form, towards the application processing fee); or to be paid in cash at the Institute Cash Counter;

- From the Cash Counter at TISS, against cash payment of Rs. 500/-. (Cash timings: Mondays to Fridays from 10.30 a.m. to 4.30 p.m. and on Saturdays, from 10.30 a.m. to 1.00 p.m.).

Scheduled Caste and Scheduled Tribe candidates need not pay for the Application Form and Information Brochure, if they are unemployed and the income of their parents/guardians was Rupees One lakh or below, during the financial year 2005-2006. However, they will be required either to download the application form from the Institute Website and submit together with a true copy of Caste/Tribe and Income Certificate **or** send their request letter to the Deputy Registrar (Gen. Adm) enclosing the following documents for obtaining the Application Form:

- (a) A photocopy of the Caste/Tribe Certificate issued in the name of the candidate by a revenue officer not below the rank of a Tehsildar.
- (b) A copy of the Income Certificate of the candidate's parents/guardian issued by the employer or by any appropriate authority.

## **8.2 Submission of Duly Filled in Application Form**

- (a) Candidates who have filled in the downloaded form should write their name, address, telephone no. (along with STD code), etc. on the reverse of the Bank Draft, at the time of submitting the completed form.
- (b) Candidates can send their duly filled applications through Registered Post/Speed Post/Courier. The envelope should be addressed to the Deputy Registrar (Gen. Adm.) of TISS.
- (c) Candidates can also submit their applications personally to the Academic Section, TISS, against proper receipt. The Institute will not be responsible for the applications delivered to any other functionary of the Institute.
- (d) The last date for receiving the Application Forms, complete in all respects, by hand or by post, is **February 09, 2007**, up to 4.30 p.m.

The last date for receiving applications sent BY POST from remote areas/regions (that is, Assam, Meghalaya, Arunachal

Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul and Spiti district, Pangi sub-division of Chamba district of Himachal Pradesh, the Andaman & Nicobar Islands, and Lakshadweep Islands), is **February 16, 2007** and for foreign nationals is **February 23, 2007**.

Candidates who are claiming the benefit of extended time should clearly indicate in their forwarding letter, along with the Application Form, the name of the particular area or region (for example, Assam, Meghalaya, Jammu & Kashmir, etc.) from where they have posted their application. In case they fail to do so, the benefit of extended time will not be granted.

In the case of Application Forms received by hand or through courier services of any type, the benefit of extended time will NOT be granted, regardless of the place of residence of the applicant.

Candidates should clearly note that the Institute will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever. They should, therefore, ensure that their applications reach the Institute on or before the prescribed last date.

## **9. INTERNATIONAL STUDENTS**

Fifteen per cent supernumerary seats in all the programmes are reserved for foreign nationals. These are extra seats and not adjusted with the total intake of students.

International students are required to comply with the following requirements:

- (a) Fulfil the basic qualification laid down for admission to the Master's Degree programmes of the Institute.
- (b) Foreign nationals who have completed or will be completing a Bachelor's degree in India will be required to appear for the entrance test.
- (c) Apply for admission in the prescribed Application Form along with a demand draft for Rs. 2000/-, towards application processing charges (non-refundable).

- (d) Produce the transcript from his/her university as proof for eligibility.
- (e) Write a letter of intent/motivation of at least 500 words and not exceeding 1000 words, stating his/her interest in the programme applying for.
- (f) Give two references, one of whom should be his/her professor who taught him/her at the undergraduate level. The referees should provide information regarding the candidate's academic interest, character and suitability for the programme in a sealed envelope and this information should accompany the application.
- (h) Write an essay of not more than 1000 words in the English language. The topic of essay will be intimated to the foreign national before he/she is considered for admission.
- (h) On receipt of the aforesaid documents and if the candidate is found suitable, the Institute will inform the candidate about the date and time for telephonic interview by a Faculty Committee of the Institute. The Committee will send its recommendations to the Director for consideration. The Director's decision in the matter will be final. If the candidate is selected for the programme, a provisional admission letter will be sent to the candidate to enable him/her to secure a **student visa** to come to India and join the programme.
- (i) The student visa should indicate: (i) the name of the Institute, (ii) title of the programme, and (iii) the period of study at the Institute.

**Notes:** (i) Foreign nationals should not leave their country till they receive a provisional admission letter from the Institute and the student visa.

(ii) **Self-Supporting Foreign Nationals:** The candidates (Social Work and Development Studies programme), other than those from SAARC countries, should deposit US\$ 3,301 and the candidates of MHA programme US\$ 4,302 with the Institute immediately on admission, to cover the first year's fees plus boarding and lodging charges. Fees for International students from SAARC and other low income countries will be 10% higher than that for Indian students. We regret that we cannot offer financial assistance to international students.

(iii) All the candidates should give an undertaking to undergo an HIV/AIDS tests, as per the GoI regulations.

## 10. DEPUTED CANDIDATES

Officers deputed by the Central and State Governments and autonomous organisations for studying any of the Master's Degree programmes will have to undergo the Essay/Written Test and GD and, if found eligible, the interview, along with other candidates. A government officer, having quarters in the Mumbai Metropolitan Region, will not be eligible for hostel accommodation, unless he/she has surrendered such accommodation and produces a certificate to that effect.

## 11. SCHEDULE FOR ENTRANCE TESTS

The written tests will be held from June 3 to 13, 2007. Personal interviews will be held from June 4 to 14, 2007 at the Institute. The actual date of the tests of a candidate will be informed through the call letter, which will be sent Under Certificate of Posting. The list of eligible candidates for written test will be displayed on the Institute website [www.tiss.edu](http://www.tiss.edu). Candidates are requested to confirm their name in case they do not receive call letter sent through post.

Request for **change in the dates** for tests may be considered if the date of written test at the TISS clashes with the date of entrance test of another Institution or the date of final year examination of the candidate. However, the candidate must produce documentary evidence for this. Please note that the **changed date for written test at TISS will be within the announced time schedule only. Request for change in the date for Personal Interview will not be entertained.**

## 12. FACILITIES AVAILABLE DURING ADMISSIONS

### 12.1 Hostel

In comparison to the number of applications received from outstation candidates, hostel facilities available are very much inadequate. Therefore, hostel accommodation may be provided to some of those candidates who do not have relatives or friends in the Mumbai Metropolitan area. Those needing accommodation should write to the Section Officer (Hostels). Since only a few rooms are available, allotment will be on a first come first serve

basis. During the period of selection, the charges for lodging will be Rs. 100/- a day, which should be paid to the hostel staff immediately on arrival. Candidates, who are not selected for interview, must vacate the rooms immediately after the selection list is put up on the notice board. **We regret that we cannot provide accommodation to the person(s) accompanying the candidate.**

## 12.2 Dining Hall

The Dining Hall serves both vegetarian and non-vegetarian food. Coupons can be purchased from the Cash Counter and the Hostel In-charge, Ms.Olive Fernandes, if applicants wish to have tea/lunch in the Dining Hall of the Institute.

### **FACILITIES FOR SC AND ST CANDIDATES ELIGIBLE FOR GOI POST-MATRIC SCHOLARSHIP**

- (i) *Reimbursement of Travelling Allowance (TA), etc.:* If the SC and ST candidates, appearing for the entrance tests for the first time in the Institute, are unemployed, and their parent's/guardian's income was Rs. 1,00,000/- (Rupees One lakh only) or below, during the financial year 2006-2007, they will be provided free hostel accommodation, meals, and to and fro travel expenses (second class railway or State Transport Bus fare) subject to submission of a copy of income certificate of 2006-2007 financial year. The reimbursement of the travel expenses will be subject to their submission of the tickets. It will be the responsibility of the SC and ST candidates to fill in the TA form before they appear for the test and collect the money as soon as the test gets over. Non-receipt of TA will not be accepted as reason for overstay in the hostel.
- (ii) SC and ST candidates, who are eligible for such special facilities, should report at the Institute only after receiving the call letter for the entrance test. Those staying in the hostel will be required to vacate rooms immediately after the interview or as soon as the names of the candidates selected for interview are announced, as the case may be.
- (iii) SC and ST candidates, who have already availed of free facilities, but were not selected in a previous attempt and who have been called for test again, should deposit on arrival, at the rate of Rs. 100/- per day, lodging charges if they desire to stay in the hostel.

Their boarding and lodging expenses and travelling expenses incurred during the entrance test at the Institute will be reimbursed only if they are selected.

- (iv) SC and ST candidates, who have received financial assistance to enrol for a Master's Degree programme of the Institute in one field, will not be eligible for similar free facilities if they apply for another Master's Degree Programme.
- (v) SC and ST candidates who, after passing one stage of education, are studying in the same stage of education in a different subject, e.g., B.Sc. after B.A. or B.Com. after B.A. or M.A. in one subject after M.A. in another subject will not be eligible for the Gol Post-Matric Scholarship.
- (vi) SC and ST candidates who, after having completed their educational career in one professional line, continue professional studies in a different line, e.g., LL.B. after BA/B.Ed., will not be eligible for the Gol Post-Matric Scholarship.

### 13. AFTER SELECTION FORMALITIES

#### ANNOUNCEMENT OF SELECTION

The list of candidates selected will be displayed on the Institute's notice board and website on **Saturday, June 16, 2007**. It is the responsibility of the candidate to find out the status of their result.

**The Master's Degree Programmes will commence on Monday, June 25, 2007.**

- (i) **Acceptance Letter:** An acceptance letter should be obtained, signed and returned to the Academic Section on or before Friday, June 22, 2007, if admission is accepted.
- (ii) **Verification of Original Documents:** The verification of original documents will be carried out between June 18 and 22, 2007, from 10.30 a.m. to 1.00 p.m. and from 2.30 p.m. to 4.30 p.m. **The selected candidates** must produce the following documents for verification, in original, at the time of admission. If a candidate has submitted his/her original documents like degree, mark-sheet, etc., to a College/University for **re-evaluation or for any other purpose**, he/she is required to produce a letter from the

college/ university authority addressed to the Registrar of the Institute clearly indicating that the candidate's original documents, as stated above, have been retained by the college/university for a specific purpose.

- (a) Secondary School Certificate Mark-sheet (X/XI);
- (b) Higher Secondary Certificate Mark-sheet (XII);
- (c) First Year/I and II Semester Bachelor's Degree Mark-sheet;
- (d) Second Year/III and IV Semester Bachelor's Degree Mark-sheet;
- (e) Third Year/V and VI Semester Bachelor's Degree Mark-sheet (if passed and if the degree is of 3 years duration);
- (f) Fourth Year/VII and VIII Semester Bachelor's Degree Mark-sheet (if passed and if the degree is of 4 years duration);
- (g) *Appearance Certificate from College*: If the candidate has appeared for all the examinations of the final year of the Bachelor's degree and the result have not been declared, the candidate should produce a certificate from the college/ university indicating that he/she has appeared for the final year Bachelor's Degree examinations, including practicals, if any.
- (h) A conversion table of grade points into percentage equivalents, in the case of grade card holders;
- (i) No Objection Certificate from the employer, if employed;
- (j) Caste/Tribe Certificate (only for SCs and STs);
- (k) Income Certificate of the preceding financial year (only for SCs and STs who are eligible for Gol Post-Matric Scholarship);
- (l) Certificate of disability (if applicable);
- (m) Certificates of extra-curricular activities, if any;
- (n) Certificate issued by a competent authority showing that the candidate's mother or father is a Indian worker in the Gulf or South-East Asia (if applicable);
- (o) In case of Kashmiri migrant, a Certificate issued by a competent authority indicating the status of Kashmiri migrant. (This will be subject to the Gol directives).

### **Important:**

- If any of the above documents in original are not produced for verification, or if the copies of the document attached to the Detailed Application Form do not tally with the original documents, provisional selection will be immediately cancelled.
  - Admission will be subject to the fulfilment of the eligibility requirements as confirmed through verification of original certificates and mark-sheets, etc.
  - Original documents for verification will not be accepted by Post or courier service. They have to be presented by the candidate or by his/her authorised nominee.
- (iii) **Payment of Fees:** The full fees and deposits of the first semester should be paid at the Central Bank of India, Deonar Branch, Mumbai - 400 088, by a **Demand Draft drawn in favour of the Registrar, Tata Institute of Social Sciences, Mumbai**, payable at Mumbai. Therefore, the candidates are required to submit the Demand Draft of the requisite amount towards first semester fees and deposits at the time of verification of original documents. Otherwise, the admission will be treated as automatically cancelled. Bank timings are: 9.00 a.m. to 2.00 p.m. (Mondays to Fridays) and 9.00 a.m. to 12.00 noon (Saturdays). The Bank is closed on Sundays and Public Holidays.

### **Payment of First Semester Fees and Deposits (in Rupees)**

<b>Programme</b>	<b>Hostelite</b>	<b>Non-Hostelite</b>
Social Work	33,744	20,344
M.H.A	35,344	21,944
Development Studies	32,244	18,844

- (iv) **Joining the Programme:** Those who have accepted admission by paying the full fees and deposits by June 22, 2007 are expected to join the programme on June 25, 2007. Admission of those who have paid the fees and deposits by June 22, 2007, but fail to join by July 2, 2007, will be automatically cancelled.
- (v) **Refund of Fees:** Fees once paid will not be refunded under any circumstances.
- (vi) **Hostel Accommodation:** Separate hostels are available for men and women. However, the number of available hostel

seats is inadequate. Therefore, it is not possible for the Institute to provide hostel accommodation to all the outstation candidates selected for the Master's Degree Programmes of the Institute. Outstation candidates, who have no relatives in Mumbai, and requiring hostel accommodation, should check hostel allotment status from the Wardens/Website of the Institute. The Institute reserves the right to decide admission to its hostels and can refuse admission to the hostel without assigning any reason.

**Please note that candidates cannot claim hostel accommodation, merely because they have submitted the hostel form or obtained admission or paid fees in full.**

- (vii) **Pre-admission Medical Check-up:** All candidates should undergo medical check-up between June 18 and 22, 2007. All international students and Indian nationals returning from abroad should give an undertaking to undergo an HIV/AIDS test, as per the Gol regulations.
- (viii) **Migration Certificates:** Certificates issued by college/university authorities should be handed over to the office of the Deputy Registrar (Gen.Adm.), within a month after admission.
- (ix) **Identity Card and Group Mediclaim Insurance:** The selected candidates should give two recent stamp size photographs- one for identity card & another for insurance at the time of verification of original documents, to the Academic Section.
- (x) **Provisional Admission (Only for M.A. in Social Work and M.A. in Development Studies):** A candidate, who is admitted provisionally, pending final year examination results, should procure the mark-sheet and migration certificate as soon as he/she gets them, after declaration of results and submit the same to the Deputy Registrar (Gen.Adm.). In any case, they should be submitted by the end of December of the same academic year, failing which his/her admission will be cancelled immediately.

### **FREE FACILITIES FOR SC AND ST STUDENTS AFTER SELECTION**

- (a) Reimbursement of Travelling Allowance (TA): Travel expenses from the place of residence to Mumbai for joining the programme

will be met by the Institute on production of tickets. Reimbursement will be made after joining the programme.

- (b) Those SC and ST students who are eligible for the Post-Matric Scholarship will be exempted from paying of tuition fees and other fees, including all deposits. They are also exempted from payment of Dining Hall and Hostel charges during their study at the Institute. However, selected candidates (other than Maharashtra) are required to bring with them two Post-Matric Scholarship forms (fresh). They should also obtain their parent's/guardian's signature on the form, wherever required.
- (c) SC and ST students from Maharashtra state whose parents'/guardians' income was more than Rs. 1,00,000/- (Rupees One lakh only) in the preceding financial year are exempted from payment of tuition, examination, sports/gym, library, study tour/rural camp. However, they will be required to pay other fees including the annual premium of Group Mediclaim Policy. They also need to apply for the Freeship to the Maharashtra State Government through the Institute.
- (d) SC and ST students, who are eligible for the Post-Matric Scholarship, will be required to pay the annual premium of Group Mediclaim Policy.
- (e) SC and ST students in employment, whose pay are protected during the period of study and SC and ST students who have already availed of the GoI Scholarship during a professional course of a University, will not be eligible for the GoI Post-Matric Scholarship. They will, therefore, be required to pay all the fees and deposits and other charges like general students.

## **14. LOCATION, ACCESS AND COMMUNICATION**

The two Mumbai Campuses of TISS – the Main Campus and the Malti and Jal A.D. Naoroji Campus Annexe – are both located in Deonar in the North-East Section of Greater Mumbai. The Main Campus is situated opposite the Deonar Bus Depot on V.N. Purav Marg, earlier known as the Sion-Trombay Road. The Main Campus, on approximately 10 acres, houses most of the Schools, Centres and the Administration.

The nearest local railway station is 'Govandi'. State Transport (ST) buses from Kolhapur, Solapur, Goa, Pune, and other cities pass by the Institute and the nearest ST bus stop is 'Maitri Park'. The BEST bus stop near TISS is 'Deonar Bus Depot'.

<i>Locations</i>	<i>Bus Routes</i>
From Dadar Station	: 92, 93, 504, 506, 521 (all Ltd.)
From Chhatrapati Terminus	: 6.
From Bandra Station	: 352, 358, 505 (all Ltd.) and 371
From Kurla Station	: 362 and 501 Ltd.

*Taxi Fares (Approximate)*

Dadar to TISS	: Rs. 140/-
C S T to TISS	: Rs. 220/-
Bombay Central to TISS	: Rs. 175/-
Bandra to TISS	: Rs. 100/-
Kurla to TISS	: Rs. 60/-

**Postal Address** : V.N. Purav Marg, Deonar, Mumbai - 400 088

**Telephone Nos.** : 91-22-2556 3289-96, Extn. 258, 259 and 261  
91-22-2556 1548, 91-22-2550 7486 (Direct)

The telephone board functions from 9.00 am to 8.00 pm from Monday to Friday.

**Fax** : 91-22-2556 2912

**E-mail** : [pgadmissions@tiss.edu](mailto:pgadmissions@tiss.edu)

**URL** : <http://www.tiss.edu>

**ALL DISPUTES SUBJECT TO  
LEGAL JURISDICTION OF MUMBAI CITY ONLY**