

PROSPECTUS FOR  
MASTER'S DEGREE PROGRAMMES  
2019–2020



**TATA INSTITUTE OF SOCIAL SCIENCES**

(A Deemed University, established under Section 3 of the UGC Act, 1956)

V.N. Purav Marg, Deonar, Mumbai 400088

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**INSTITUTE DEEMED TO BE A UNIVERSITY**

Number F, 11-22/62-U2,  
Government of India  
Ministry of Education  
New Delhi, the 29th April, 1964

**NOTIFICATION**

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 declared 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 KRIPAL)  
Secretary

## **PRINCIPLES GOVERNING STUDENTS' STAY AT TISS**

TISS has a zero tolerance policy towards discrimination and violation of dignity of fellow students or other members of the TISS community on the basis of caste, religion, region, disability, gender, sexual orientation and race.

TISS cares for its students and takes measures to ensure their safety and security. The Institute has all forms of support services, administrative mechanisms, and rules and regulations to make the safety and security systems work for the welfare of its students. As responsible adults, the students are expected to behave in a manner that ensures their safety and security and uphold the dignity of the Institute.

### **Offices for Protecting and Honouring Students' Rights and Dignity**

Women and Gender Development Cell

Equal Opportunities Cell

SC/ST Cell

### **Offices for Welfare of Students**

Grievance Redressal Committee

Office of Students' Affairs

Counselling Cell

Health Centre

## ACADEMIC CALENDAR 2019–2020\*

| <b>Semester I and III</b>                                 |   |
|---|---|
| Re-opening of the Institute                               | June 5, 2019  |
| Inauguration of the New Academic Session                  | June 10, 2019   |
| Orientation for 1st year students                         | June 10 - 12, 2019  |
| Commencement of the Classes for Seniors                   | June 10, 2019   |
| Commencement of the Classes for Juniors                   | June 13, 2019   |
| Announcement of Examination Time-Table                    | August 14, 2019   |
| Last Lecture Day for Seniors                              | September 24, 2019  |
| Last Lecture Day for Juniors                              | September 26, 2019  |
| Examination Preparatory Period                            | Upto October 2, 2019  |
| Semester Examinations                                     | October 4 to October 25, 2019   |
| Submission of Grades                                      | November 8, 2019, or within 5 days of receiving answer sheets, whichever is earlier |
| Vacation  | October 26 to November 22, 2019   |
| <b>Semester II and IV</b>                                 |   |
| Commencement of the Classes                               | November 23, 2019   |
| Announcement of Examination Time-Table                    | January 22, 2020  |
| Last Lecture Day  | March 7, 2020   |
| Examination Preparatory Period/New Admissions<br>PIT & PI | March 8 to March 21, 2020   |
| Semester Examinations                                     | March 23 to April 6, 2020   |
| Submission of Grades                                      | April 16, 2020, or within 5 days of receiving answer sheets, whichever is earlier   |
| Institute Day   | To be announced   |
| Block Field Work  | April 7 to May 6, 2020  |
| Convocation   | May 7 to 9, 2020  |
| Vacation  | May 10 to June 6, 2020  |
| Reopening of the Institute                                | June 8, 2020 (For Faculty)  |

Semester I : Classes for 15 Weeks

Diwali Vacation : 28 days

Semester II : Classes for 15 weeks + 4 non-instructional days (Quintessence, Sports Day & Institute Day)

Summer Vacation : 28 days

\*Subject to change in Gol Holidays.

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# **SECTION 1**

## **Introduction**

# 1. About TISS

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## 1.1 OUR PAST AND PRESENT

The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work to create human service professionals to address the issues of unemployment and poverty in the context of the Great Depression of the 1930s. In 1944, it was renamed as the Tata Institute of Social Sciences, and in 1964 the Government of India (GoI) declared TISS as Deemed to be a University under Section 3 of the University Grants Commission (UGC) Act, 1956.

From its inception, TISS has aimed to stay at the cutting edge of education, research and outreach in important areas of human development and public policy concerns. It has provided support to government institutions and grassroots organisations and applied its academic research and field expertise to assess policies around social needs and social welfare. TISS has consistently tried to seek solutions to the complex real world issues that concern people in India. In the past decade, the Institute has demonstrated its capacity to understand, learn from, and respond to the transforming realities in the country with the onset of liberalised economy and globalisation.

Responding to the requirements of a changing world involved stepping outside and going beyond the disciplinary boundaries of conventional higher education curricula, systems and processes to create innovative solutions to problems. Between 2004–2006, TISS initiated a process to expand and adapt its academic structure to respond to the changing context in the country. It was felt that the higher education system needed to evolve in order to meet the challenges and utilise the opportunities created by the economic and political context of globalisation. The broad objective was to further strengthen the Institute's existing capacities and to develop new skills and initiatives to expand its mandate. The aim for TISS was to grow, while maintaining continuity with and indeed strengthening its tradition of grassroots engagement and rootedness in the concerns of less privileged persons and groups in India.

Today, TISS offers teaching, research and outreach programmes from four campuses: Mumbai (Main and Naoroji) established in 1936; Tuljapur, established in 1986; and Guwahati and Hyderabad, both established in 2011. The Tuljapur, Hyderabad and Guwahati Off Campuses of TISS offer a range of teaching and research programmes, including a Five-Year Integrated Master's degree programme in Social Sciences. The Institute also offers teaching, training, research and development support from Centres at Chennai (Tamil Nadu, 2012), Patna (Bihar, 2015), and Chuchyimlang (Nagaland, 2015). These centres are supported by State/Central Government, various foundations, and the corporate sector.

TISS is a unique institution that brings together high quality scholars and practitioners from Social, Economic, Political, Physical, Habitat, Engineering, Health, and Environmental Sciences to co-create teaching and research programmes to address the most critical current and emerging issues of the nation. It is one of the key universities supported by the UGC/Ministry of Human Resource Development in the disciplinary and inter-disciplinary areas of Social Sciences that provides teaching and research to build human service professionals for the social sector. The TISS experience moulds students into skilled professionals capable of working with the government, corporates, and civil society. TISS is engaged in knowledge creation that is fundamental to understanding ways of achieving inclusive sustainable development; access to health, water, sanitation, education and employable skills; peace building; and national security.

As an institution offering education in the inter-disciplinary areas of Social Sciences, the curriculum of the programmes offered at TISS strives to enable students to understand the pulse of society and chart change processes that create appropriate solutions to some of the most pressing issues in the country. TISS has collaborative research and student exchange programmes with over 100 universities and institutions across the world, in addition to being a member of several university networks — Himalayan Universities Consortium, Erasmus Mundus Partnership, Global Labour University, BRICS Network University, McDonnell International Scholars Academy, and others.



Over the years, TISS has made consistent contributions to civil society and the development sector through its education, research, field action and extension. The Institute has imparted education and trained generations of social work, management and development professionals. Today, TISS has earned recognition as an institution of repute from different Ministries of GoI; various State Governments; international agencies such as the United Nations; and the non-government sector, both national and international. A high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute facilitating strong linkages between education, research, field action and dissemination.

In the 3rd cycle of assessment held in February 2016, the National Assessment and Accreditation Council (NAAC) rated TISS with a score of 3.89 out of 4.00, the second highest score among universities accredited thus far. In earlier rounds, NAAC had awarded a 5-Star rating to the Institute in 2002, and re-accredited the Institute with an 'A' Grade in 2010. In April 2018, the UGC awarded TISS with a 'Grade One' Deemed to be University Status.

## 1.2 ORGANISATIONAL STRUCTURE

The Director, as the Vice-Chancellor of the Institute, works with the Deputy Directors of all 4 campuses and the Registrar to lead the Institute.

### ***Academic Structure***

The academic structure of the Institute consists of Deputy Directors of campuses, Deans of Schools, and Chairpersons of Independent Centres. While the Academic Council and Facilitation Committee function at the Institute level on the principle of collective decision-making process, the Deans and Chairpersons, along with the School Boards, are empowered to deal with academic matters at their levels.

### ***Administrative Structure***

The Registrar is the Administrative Head of the Institute. The administrative structure comprises 4 broad divisions: (i) Academic, (ii) Finance, Accounts and Audit, (iii) Personnel and Administration, and (iv) Infrastructure Development and Support. The Registrar also leads Resource Units like the Computer Centre, and the Publications Unit.

### ***Statutory Bodies***

1. *Governing Board*: The Governing Board, as the highest executive body, plays the pivotal role of laying down policies, both academic and governance.
2. *Academic Council*: The Academic Council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic programmes of all Schools/Centres and provides directions for future academic growth and development.
3. *Research Council*: The Research Council (RC) provides direction and guidance to the Institute to create an enabling environment for research and sharing; and to position it as an academic leader in the social sciences.
4. *Finance Committee*: The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance.
5. *Planning and Monitoring Board*: The Planning and Monitoring Board is the principal Planning Board of the Institute and is responsible for monitoring the development programmes of the Institute.

In addition to the Statutory Bodies of the Institute, the Facilitation Committee — a senior level management committee — meets regularly to ensure alignment in decision making, management and coordination amongst Schools, Centres and the Administration.

### **1.3 RESEARCH AND EXTENSION**

Over the years, through its research in social work, social sciences, human resources management, health systems and allied fields, TISS has made consistent contributions to civil society and the development sector and helped shape planning, policy and programme formulation, foster critical rethinking and development of people-centred interventions. The role of TISS in conducting pioneering research and extension activities rooted in the context of societal realities, and aimed at influencing policy and practice for positive social change, is widely acknowledged.

Research work carried out at TISS has been increasingly used for capacity building, field action, academics and policy advocacy on a spectrum of social, economic, health, development and environmental issues. During 2018–2019, there were a total of 206 on-going research and documentation projects at the Institute. Of these, 10 research projects were in multi-disciplinary areas, while the remaining were anchored in various Schools/Centres. The continuing areas of research include children and youth; women; climate change; community development; corporate social responsibility; dalits and tribals; disaster management; education; food security; governance; human rights; labour and migration; health and mental health; natural resources management; rural development; urban issues; gender and development; among others.

Research studies conducted at the Institute also result in numerous reports, publications and books. These publications become public domain documents that are easily accessible and widely disseminated and used by a cross-section of people and agencies for research purposes or policy advocacy. In 2018–2019, the TISS faculty brought out 376 publications as peer reviewed journal articles in some of the most renowned journals; chapters in books; authored/edited volumes published by reputed publishers; and other writings that include book reviews, articles in newspapers, magazines and reports.

Extension activities at TISS include adult learning, continuing education, and field action, to promote a meaningful and sustained rapport between the Institute and the community at large. The Institute reaches out to the working population across social and economic sectors through its full-time and part-time Diploma and Certificate programmes for adult learners, as well as training and capacity-building programmes throughout the year.

The TISS has been undertaking innovative field action projects (FAPs) since its inception. These FAPs focus on empowerment of the marginalised groups, testing new approaches and strategies in response to changing social realities, facilitating development of field-based knowledge and practice–theory continuum, among others. The FAPs address a wide range of issues with the broad goal of a more equal and just society, through capacity-building, empowering people to exercise a more informed choice, and secure their rights. Many important institutional innovations such as Child Guidance Clinics, social workers/counsellors in Hospitals and Family Courts, Special Cells for Violence against Women in Police Stations, Childline (a national helpline for children in distress) — all began as FAPs of TISS and gradually became a part of the public institutional structure.

The total numbers of FAPs currently active are 35. These cover a variety of issues and community groups such as, violence against women, rights and rehabilitation of persons processed by the criminal justice system, children in conflict with law, homelessness and beggary, education of tribal children, child and adolescent mental health, empowerment of tribal and dalit youth, access to health in rural and tribal areas, sustainable livelihood, food security, adult education, and psycho-social intervention to address multi-drug resistant TB, to name a few.

### **1.4 RE-IMAGINING FUTURES: MAKING A DIFFERENCE TO THE NATION**

The TISS has worked radically to transform academic culture that has long been constrained by structural bottlenecks and the meagre and consistently declining resources available to universities. Academic collaboration and networking with other institutions, both in India and overseas, is a priority area. These

collaborations are geared towards strengthening the Institute's capacities to fulfil its vision of being an institution of excellence in higher education that develops and applies knowledge in pursuit of social justice and human rights for all. By instituting chairs, fellowships and scholarships, TISS seeks to further strengthen independent research, in a climate of intellectual rigour and academic freedom.

The TISS is continuously upscaling its capacity to develop and disseminate print, electronic and audio-visual knowledge resources, as well as augmenting and upgrading its academic, administrative and infrastructural capacities. The Institute draws nourishment from close relationships with the government, inter-governmental organisations, academic, communities, NGOs, industry and alumni.

## 1.5 KEY POSITIONS

|  |   |
|--|---|
| <b>Director</b>  | : Prof. Shalini Bharat<br>M.A., D.Phil. (Allahabad)                         |
| <b>Deputy Director</b>   | : Prof. Surinder Jaswal<br>M.A. (TISS), Ph.D. (London)                      |
| <b>Deputy Director, TISS Hyderabad</b>                                   | : Prof. S. Siva Raju<br>M.Sc., M.A., Ph.D. (SVU)                            |
| <b>In-charge, TISS Tuljapur</b>  | : Prof. Ramesh Jare<br>M.A. (TISS), Ph.D. (YCMOU, Nashik)                   |
| <b>Acting Deputy Director, TISS Guwahati</b>                             | : Prof. Kalpana Sarathy<br>M.A. (Chennai), M.Phil. (Bangalore), Ph.D. (JNU) |
| <b>Registrar</b>   | : Vacant  |
| <b>Dean,<br/>School of Social Work</b>                                   | : Dr. Shubhada Maitra<br>M.A. (TISS), Ph.D. (Mumbai)                        |
| <b>Dean,<br/>School of Management and Labour Studies</b>                 | : Dr. Sasmita Palo<br>M.A., M.Phil., LL.B., Ph.D. (Berhampur)               |
| <b>Dean,<br/>School of Health Systems Studies</b>                        | : Dr. K. Anil Kumar<br>M.Sc. (Kerala), Ph.D. (IIPS)                         |
| <b>Dean,<br/>School of Development Studies</b>                           | : Dr. Ritambhara Hebbar<br>M.A., M.Phil., Ph.D. (Delhi)                     |
| <b>Dean,<br/>School of Education</b>                                     | : Dr. Disha Nawani<br>M.A., M.Phil., Ph.D. (JNU)                            |
| <b>Dean,<br/>School of Media and Cultural Studies</b>                    | : Prof. Anjali Monteiro<br>M.A. (Poona), Ph.D. (Goa)                        |
| <b>Dean,<br/>School of Habitat Studies</b>                               | : Prof. Amita Bhide<br>M.A. (TISS), Ph.D. (Mumbai)                          |
| <b>Dean,<br/>Jamsetji Tata School of Disaster Studies</b>                | : Dr. Janki B. Andharia<br>M.A. (TISS), Ph.D. (East Anglia)                 |
| <b>Dean,<br/>School of Human Ecology</b>                                 | : Dr. Rajani Konantambigi<br>M.A. (Karnataka), Ph.D. (TISS)                 |
| <b>Dean,<br/>School of Law, Rights and Constitutional<br/>Governance</b> | : Prof. Arvind Tiwari<br>M.A., Ph.D. (Sagar)                                |
| <b>Dean,<br/>School of Vocational Education</b>                          | : Prof. Neela Dabir<br>M.S.W. (Mumbai), Ph.D. (SNDT, Mumbai)                |

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| <b>Associate Dean,<br/>School of Vocational Education</b>                       | : Dr. Madhushree Sekhar<br>M.A. (Bhubaneswar), Ph.D. (Bangalore), Post-Doctoral Research World Bank-Robert McNamara Fellow         |
| <b>Associate Dean,<br/>School of Research Methodology</b>                       | : Dr. D.P. Singh<br>M.Sc. (Wikram), Ph.D. (Mumbai)   |
| <b>Chairperson,<br/>Centre for Development Practice and<br/>Research, Patna</b> | : Prof. Pushpendra Kumar<br>M.A. (H.N. Bahugana)   |
| <b>Chairperson,<br/>Centre for Education Innovation and Action<br/>Research</b> | : Prof. Padma Sarangapani<br>M.Sc. (IIT-Madras), M.Phil., Ph.D. (Delhi)  |
| <b>Chairperson,<br/>Centre for Lifelong Learning</b>                            | : Prof. Nasreen Rustomfram<br>M.A., Ph.D. (TISS)   |
| <b>Chairperson,<br/>Centre for Studies in Sociology of Education</b>            | : Prof. Leena Abraham<br>M.A., Ph.D. (Mumbai)  |
| <b>Chairperson,<br/>Centre for Social Exclusion and Inclusive<br/>Policy</b>    | : Prof. A. Ramaiah<br>M.A. (Madras), M.Phil., Ph.D. (JNU)  |
| <b>Librarian,<br/>Sir Dorabji Tata Memorial Library</b>                         | : Dr. Satish Kanamadi<br>M.L.I.Sc., Ph.D. (Karnataka); PGDLAN  |
| <b>Dean,<br/>Students' Affairs</b>  | : Prof. Ashabanu Soletti<br>M.A., Ph.D. (Madras)   |
| <b>Liaison Officer,<br/>SC/ST Cell</b>  | : Prof. A. Ramaiah<br>M.A. (Madras), M.Phil., Ph.D. (JNU)  |
| <b>Liaison Officer,<br/>Equal Opportunities Cell</b>                            | : Dr. Alex Akhup<br>M.A., M.Phil. (Delhi), Ph.D. (TISS)  |
| <b>Dean,<br/>TISS Alumni Association</b>  | : Prof. Bipin Jojo<br>M.A. (Utkal), M.Phil., Ph.D. (TISS)  |
| <b>Chairperson,<br/>International Relations Office</b>                          | : Prof. Madhushree Sekher<br>M.A. (Bhubaneswar), Ph.D. (Bangalore),<br>Post-Doctoral Research (World Bank-Robert Mc Namara Fellow) |
| <b>Chairperson,<br/>Women and Gender Development Cell</b>                       | : Dr. Shewli Kumar<br>M.A., M.Phil., Ph.D. (Delhi)   |
| <b>Deputy Registrar,<br/>Personnel and Administration</b>                       | : Mr. M.P. Balamurugan<br>M.A. (MKU), P.G.D. in Management (IGNOU)   |
| <b>Deputy Registrar,<br/>Finance and Accounts</b>                               | : Ms. Indira Pashupathy<br>M.Com. (Osmania), Cost Accountancy (ICWAI), D.F.M.A. (ICFAI),<br>D.H.A. (MKU)                           |
| <b>Administrative Officer,<br/>Personnel and Administration</b>                 | : Mr. S.B. Chavan<br>M.Sc. (MPKV)  |
| <b>Assistant Registrar,<br/>Academic</b>  | : Mr. Mustafa Momin<br>M.Com. (Shivaji), D.P.M. (TISS), F.S.M.,<br>PGDEM (Mumbai), M.A.L.M. (MKU)                                  |
| <b>Assistant Registrar,<br/>Personnel and Administration</b>                    | : Ms. Roja T. Pillai<br>M.A. (Mumbai)  |

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| <b>Assistant Registrar,<br/>Infrastructure Development and Planning</b>                 | : Mr. Damu G. Bhalerao<br>D.P.M. (TISS), M.A. (TMV), M.B.A. (ADTU), P.G.D.I.C.M. (MIT)               |
| <b>Assistant Registrar<br/>Short-Term Programmes</b>                                    | : Ms. Veena P. Shinde<br>B.Sc. (Mumbai), D.H.R.M (Welingkar), P.G.D.B.M. (NIPM)                      |
| <b>Assistant Registrar (Officiating)<br/>Finance and Accounts</b>                       | Mr. Anand Khole<br>M.B.A. (YCMOU, Nashik)  |
| <b>Assistant Registrar (Officiating)<br/>Finance and Accounts</b>                       | : Ms. Joycie Dias<br>M.Com., D.H.R.M. (Mumbai)   |
| <b>Systems Manager and Chairperson,<br/>Computer Centre</b>                             | : Mr. V. Sivakumar<br>B.Sc. (Chennai), M.C.A. (Hyderabad)  |
| <b>Training &amp; Placement Officer,<br/>Career Development and Facilitation Centre</b> | : Ms. Leela Banerjee<br>M.B.A. (Mumbai), L.L.B. (Govt. Law College)<br>Diploma in Counselling (TISS) |
| <b>Counsellor,<br/>Health Centre</b>  | : Ms. Swapna Redij<br>M.A. (TISS)  |

## 2.

### **Master's Degree Programmes: General Information**

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#### **2.1 RESERVATION**

**2.1.1** *Scheduled Caste (SC) and Scheduled Tribe (ST) Candidates:* As per Gol requirements, 15% and 7.5% seats are reserved for SC and ST candidates, respectively, in all the programmes.

**2.1.2** As per Government of India requirement, the provisions under Section 32 of Persons with Disabilities Act, 2016, 5% seats are reserved for persons with disabilities in admission requirements. The five categories of disabilities are: (a) low-vision/blindness; (b) deaf and hard of hearing; (c) locomotor disability, including cerebral palsy, leprosy cured, dwarfism, acid attack victim, and muscular dystrophy; d) autism, intellectual disability, specific learning disability, and mental illness; and (e) multiple disabilities from amongst persons under clauses (a) to (d), including deaf-blindness in the category identified for each disabilities and any other category of disability specified by the Gol regulations in this regard and applicable for reservations in higher education institutions.

This provision is applicable if the candidate suffers from any of the listed disabilities the extent of not less than 40% as certified by the medical authority as prescribed and explained in the said Act.

Persons with visual impairment will be given an option to have a SCRIBE to assist them to complete the test. The SCRIBE should be an undergraduate student and should bring a valid ID proof at the time of the test.

The 5% quota will have "horizontal reservation" and 1% each will be reserved for physical disability, intellectual disability, mental behaviour disability caused due to chronic neurological conditions and blood disorder, and multiple disability categories.

**2.1.3** *Other Backward Classes (OBCs):* Following Gol directives, 27% of the seats are reserved for candidates from OBCs belonging to the non-creamy layer as notified by the National Commission for Backward Classes.

**2.1.4** *Kashmiri Migrants:* Subject to Gol directives.

**2.1.5** *Armed Forces:* 5% seats (supernumerary quota) are reserved in all Master's Degree programmes for personnel from the Armed Forces as per Gol directives.

**2.1.6** *Economically Weaker Sections (EWSs):* In accordance with the provisions of the Constitution (123<sup>rd</sup> Amendment) Act 2019, and the reference of Ministry of Social Justice and Empowerment vide OM NO.20013/01/2018-BC-II dated 17th January, 2019, enabling provision of reservation for the Economically Weaker Sections (EWSs) who are not covered under the existing scheme of reservations for the SCs, STs, and Socially and Educationally Backward Classes, reservation in admission is provided subject to a maximum of 10% of the total seats in each category.

#### **2.2 FACILITIES FOR SC AND ST STUDENTS WHO ARE ELIGIBLE FOR GOI POST MATRIC SCHOLARSHIPS**

Students from SC and ST communities, whose annual family income is less than Rs. 2,50,000/- during the Financial Year 2018–2019 are eligible for the Post-Matric Scholarship of the Government of India (Gol-PMS). They are also extended other facilities as per regulations in this regard and on producing valid Income Certificate issued by competent authorities like the Revenue Officer, Tahsildar, Nayab Tahsildar, Block Development Officer or the District Magistrate/Collector of the respective state government.

**2.2.1** *Reimbursement of Traveling Allowance (TA):*

- (i) Travel expenses will be reimbursed to all eligible Gol-PMS SC and ST students for joining studies from the place of residence to the respective TISS Campus.
- (ii) Travel reimbursement will be restricted to ordinary sleeper class or its equivalent class (by rail)/ govt. bus transport only on production of original tickets. No reimbursement will be given if the candidates travel by Air/Taxi/Private Bus.

### 2.3 DEPUTED CANDIDATES

Officials from State and Central Government Departments and Ministries can seek deputation to any of the Master's / Certificate / Diploma programmes through their government support. The deputed candidates must fulfill all necessary academic qualifications and be selected and recommended by the concerned ministry/department for the said study programme. The number of deputed candidates admitted to each programme is determined by the School/Centre. Each programme has specific procedures to admit deputed candidates, depending on the number of students it can accommodate.

### 2.4 RULES REGARDING ADMISSION TO MASTER'S PROGRAMMES

**2.4.1** Confirmation of admission to Master's programmes is subject to verification of original certificates and final mark-sheets.

**2.4.2** If any statement furnished by the applicant is found to be incorrect at any time during the study programme, he/she is liable to be debarred permanently from the programme, and will not be eligible to apply to any other programme in future at the Institute.

**2.4.3** Candidates selected for admission are required to undergo a pre-admission medical check-up by the Medical Officer of the Institute. Certificate of health by the Medical Officer is necessary to confirm admission to the Institute.

**2.4.4** A candidate, who has been admitted provisionally pending results of the final year examination of the qualifying degree, shall submit the final year mark-sheet, provisional degree certificate of passing and migration certificate to the Academic Section. Photocopies of final year marksheet and provisional degree certificate may be verified by showing original documents and the photocopies shall be submitted to Academic Section. Migration Certificate has to be submitted in original. These documents should be submitted on or before 30<sup>th</sup> September, 2019, failing which his/her admission will be cancelled. No relaxation will be made to this rule.

**2.4.5** **Failure in final year examination of the qualifying degree will lead to automatic cancellation of provisional admission to the programme.**

### 2.5 OTHER IMPORTANT RULES

**2.5.1** *Discipline:* Students admitted to the Institute are expected to fulfill all academic requirements, as well as follow all the rules and regulations related to the study programmes and life on campus. As students of TISS, they must observe the rules and maintain decorum in behaviour while on Institute campuses and during fieldwork, study tour, rural practicum, relief work, and block fieldwork/internship. Misbehaviour and violation of rules will lead to disciplinary action in the form of fine, suspension/discontinuation from the hostel and the dining hall, or suspension/cancellation of registration as a student of the Institute. The Director, or other officials or appropriate bodies, constituted for the purpose, have the power to award punishments including levying fines, discontinuation from hostel and dining hall, and suspension and/or revocation of registration as a student, for non-observance of rules and regulations. The Handbook for Students provides a detailed account of all Rules and Regulations to be followed during the course of study/stay at the Institute.

**2.5.2** Taking up employment, a remuneratory job or registering for any other programme of study while pursuing a programme of study at the Institute is not permitted.

**2.5.3** During the period of study at the Institute, if a student wishes to apply for a job or any study programme in other institutions, prior written permission need to be sought from the concerned School Dean.

**2.5.4** Students who have obtained financial support or loan from the Institute for completing their first Master's degree programme will not be considered for admission to a second Master's degree programme at the Institute unless they clear their arrears, including loans, before applying for the second degree programme. They will also not be eligible for financial support for the second or subsequent Master's Degree programme.

**2.5.5** Students who are eligible for application fee waiver/discount, owing to their eligibility for Gol Post Matric Scholarship for SCs and STs and did not get or take admission once, can apply again. But such benefits can be availed of only once for the same level of study. However, if admitted in subsequent times, they will be eligible for other support as per existing rules governing the same.

**2.5.6** *Participation in Relief Work:* In keeping with the Institute's tradition, students may be called upon to participate in disaster rescue, relief and rehabilitation work and extension activities of the Institute, in or outside Mumbai, from time to time, and as demanded by the situation. All students are expected to participate in these activities, which emerge from the character of the Institute that cares for people in need of support. Participation of students in community service is encouraged and honoured.

**2.5.7** *Recreation Activities:* Any cultural/recreational activity at the Main and/or Naoroji Campus can be held only after obtaining prior permission from the competent authority. When seeking approval for the event from the Dean (Students' Affairs), the purpose and details of the event must be clearly provided. In keeping with the decision of the Mumbai High Court, all loud speakers and public announcement systems should be switched off at 10.00 p.m and all such activities must end by 11.00 p.m. This decision is enforceable by the local police station.

## **2.6 INTERNATIONAL STUDENTS**

### **2.6.1 Introduction**

Admission of international students to all the Master's Degree programmes offered by TISS across campuses is done through the International Relations Office (IRO). The admission process for international students runs through mid-July to the end of March for programmes commencing in early June.

### **2.6.2 Eligibility**

Any person who is not an Indian Citizen or a Permanent Resident of India, is considered as 'international student'. Similarly, Foreign Nationals, Person of Indian Origin (PIO) card holders, Overseas Citizen of India (OCI-Dual citizens), and Non-Resident Indians (NRI) are also considered under the category of international students.

International applicants should have minimum 50% marks/GPA in the Undergraduate/Bachelor's degree programme to be eligible to apply. Similarly, international students interested in applying for the M.A. in Human Resource Management and Labour Studies programme will additionally require a GMAT score of 610 and above (mandatory).

International students can apply for a maximum of 2 programmes across Schools/Campuses and must ensure that they fulfill all the basic eligibility requirements/criteria for the programme(s) they are interested in as mentioned on the TISS website ([www.admissions.tiss.edu](http://www.admissions.tiss.edu)).

Proof of proficiency in the English language is essential for those applicants who have studied in a University located in a non-English speaking country or where the mode of instruction was not English.

Only those students who have qualified from Foreign Universities or Boards of Higher Education recognised as equivalent by the Association of Indian Universities (AIU), are eligible for admission.

### **2.6.3 Admission**

International Students must apply to the interested programme(s) through the Online Application Portal available on the <https://iro-admissions.tiss.edu/login/> or write to [iro@tiss.edu](mailto:iro@tiss.edu) for more information/clarification.

An application fee of USD 100 for the first programme and USD 50 for the second programme, if applicable, is to be made towards application processing charges. This fee is mandatory and non-refundable.

Applicants must also upload scanned copies of the Original Certificates listed in the eligibility form.



International students are required to undergo the Online Written Essay Test, i.e., the International Entrance Test (IET) and a Zoom/Skype Interview as part of the selection process. The Written Test will be held in the month of January, and the Zoom/ Skype/ Telephonic interviews in February or March for programmes commencing in June of that year.

#### **2.6.4 Important Admission Rules**

- (i) All admission is provisional, and confirmation of admission of international students will be done only after the following formalities are completed upon arrival: verification of original certificates; generic medical fitness test, HIV test; and payment of the required fees.
- (ii) All international students who have a visa beyond 180 days have to compulsorily register with the Foreigner Regional Registration Office (FRRO) or the local police, within 2 weeks of arrival in India. The IRO will help in providing letters and other necessary documents for the FRRO registration/ ID Card/ SIM Card/ House-lease, etc.
- (iii) Selected candidates will not be allowed to change the programme after declaration of the final result. Admission will not be transferred from one programme of study to another, under any circumstances.
- (iv) If any statement furnished by the applicant is found to be incorrect at any time, he/she is liable to be debarred permanently from the programme, and will not be eligible to apply to any other programme offered by TISS.
- (v) The selected candidates will not be allowed to complete admission formalities in absentia.
- (vi) If the selected candidates do not report for admission at the stipulated date and time, he/she will forfeit his/ her claim for admission. The offer of admission will be cancelled and no correspondence will be entertained in this regard.
- (vii) TISS reserves the right to get any student medically examined and if found medically unfit, the admission of such students will stand cancelled.

#### **2.6.5 Fees**

The fees for international students is different from that of Indian students and is based on the nationality/ category of the applicants. For more details, please visit <http://admissions.tiss.edu/view/6/admissions/international-students/additional-information/>.

#### **2.6.6 Discipline**

All International Students will abide by the rules of the Institute and the code of conduct as applicable to Indian students doing the same programme.

#### **2.6.7 Examination and Award of Degrees and Diplomas**

The procedure for examination, payment of examination fees, issue of grade cards, issue of passing certificates, and award of degrees will be the same as that for the Indian students doing the same programme.

### **2.7 AUDITING OF STANDALONE COURSES**

Persons holding a Bachelor's Degree may be permitted to audit not more than three lecture courses in a semester, excluding fieldwork / internship and research projects, on the payment of Rs. 1,000/- per course as special students after seeking permission from the School Dean/Centre Chairperson. Such students will have to adhere to the attendance rules and participation guidelines applicable for regular students enrolled in that course. On successful completion of the course, a certificate of participation will be given. No grade card will be generated in such cases.

### **2.8 STUDENT SUPPORT SERVICES**

Various support services available for the students are mentioned below; the detailed rules and procedures governing these facilities and services are given in the **Handbook for Students 2019–20**.

**2.8.1 Office of Students' Affairs**

The Office of Students' Affairs (OSA) is the main link between students, faculty and the administration of TISS. Headed by the Dean (Students' Affairs), the purpose of the Office is to create a climate which promotes personal and academic development of students. The Office strives to help students in adjusting to TISS life and help them take full advantage of the academic and social environment here.

**2.8.2 Accommodation/Hostels**

Admission to the hostels is restricted to full-time, bonafide, Master's degree students. Due to limited hostel seats available, right of admission to hostel is not guaranteed for all students admitted. Currently, among the newly admitted students, only those who are eligible for the Gol-PMS are admitted to the hostels. In the event of seats remaining vacant after admission of the above students, such seats will be allotted to students on the basis of their family income. Some add-on hostel facilities have also been created, which are allotted to students on the basis of their family income on a cost-to-cost basis. Deputed candidates, irrespective of the category they belong to, and from the cities where TISS campuses are located will not be allotted hostel accommodation. Similarly, students who ordinarily reside in the Mumbai Metropolitan Region or who have close relatives in Mumbai, will also not be given hostel accommodation.

The OSA, however, will facilitate accommodation for students outside the campus in the vicinity of TISS by networking with potential house owners and property agents.

**2.8.3 Health Care**

The Institute provides free medical consultation services with three Medical Officers (MO) visiting the Institute. One MO visits every Monday, Wednesday and Friday from 4.00-6.00 p.m., the second every Tuesday, Thursday and Saturday from 4.30-6.30 p.m., and the third every Tuesday, Thursday and Saturday from 11.00 a.m.-1.00 p.m. Two of the Medical Officers are General Physicians, while the third is a Gynaecologist. Medical and Counselling services are coordinated by a retired professor of the Institute. Students can consult the MOs at the Main as well as at the Naorji Campus during the above given time slots.

**2.8.4 Counselling Services**

On-campus services of one full-time counsellor and four part-time counsellors are provided by the Institute for students. The counsellors help the students deal with their day-to-day concerns and enhance their overall functioning. The full-time counsellor is available between 12.00–8.00 p.m. from Monday to Friday. The part-time counsellors are available between 4.00–8.00 p.m. on all days, except Sundays. They can be contacted at ext. 5612 in the Health Centre.

**2.8.5 SC/ST Cell and Equal Opportunity Cell**

The TISS had set up a Student Service Cell in 1986, with financial assistance from the then Ministry of Welfare, Gol, to assist students from the Scheduled Caste (SC) and Scheduled Tribe (ST) communities to improve their academic performance and to optimise their personal and social development at the Institute. In 1988, the Institute obtained approval of the UGC to set up a Special Cell for SC/ST. This Cell began functioning from 1989 onwards. With subsequent government guidelines to establish special Cells also for Other Backward Classes (OBC), Religious Minorities, and Persons with Disabilities (PWD), and the primary objectives of all these Cells were by and large the same, the Institute established a larger umbrella called Social Protection Office (SPO) in 2012 and brought the functioning of all these Cells under the overall control of a Dean-cum-Liaison Officer, SPO.

However, at the suggestion of the National Commissions for SCs and STs, the SPO was re-constituted in June 2018 into two independent Cells: SC/ST Cell and Equal Opportunity Cell (EOC). The SC/ST Cell deals

with the issues of SCs and STs, while the EOC deals with the issues of the OBCs, Religious Minorities and PWD. These two Cells address grievances, if any, related to the discrimination and exclusion, organises supplementary educational support programmes, and guides students in availing of the Gol-PMS and other scholarships of the government. Full details are available in the Information Booklet of the SC/ST and EO Cells. The soft-copy of the booklet is available on the TISS website.

### **2.8.6 Women and Gender Development Cell and Internal Committee**

Gender discrimination is a systematic, unfavourable treatment of individuals on the basis of their gender, which denies them rights, opportunities or resources within any given society. In TISS, students, faculty members as well as staff members come from different regions, and diverse social and cultural realities. Often, there are stereotypical ideas and prejudices about the 'others', which leads to insensitivity towards certain identities, beliefs, and values. This, in turn, may lead to discriminatory behaviour and hostility on campus. The Women and Gender Development Cell (WGDC) endeavours to make the Institute inclusive and ensure that the ever-changing TISS community moves towards being sensitive towards all genders, specifically women and persons with non-normative behaviours, and treat each other with due respect and dignity.

The Vishaka Guidelines of 1997 against Sexual Harassment — as articulated by the Supreme Court judgement — mandates that “it shall be the duty of the employer or other responsible persons in work places or other institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts, of sexual harassment by taking all steps required”. These guidelines have been further strengthened in the Sexual Harassment of Women (Prevention, Prohibition and Redressal) at Workplace Act 2013.

The WGDC works towards ensuring sensitisation and awareness amongst all members of the TISS community regarding gender inequality and sexual harassment. It also ensures overall support for persons with sexual and gender non-normative behaviour and expressions as per the UGC guidelines of 2015 and is developing mechanisms to sensitise and work with the TISS community on such issues.

Within the WGDC, the **Internal Committee** (IC) takes up specific complaints of sexual harassment submitted by aggrieved women students, employees and faculty. The TISS off-campus at Tuljapur, Guwahati and Hyderabad have their own independent IC to address issues of gender discrimination.

The WGDC consists of members of the faculty, administration, service staff and student representatives. The IC comprises members drawn from the WGDC and when a written complaint of sexual harassment is received by any WGDC member, the IC sets up the due process. The IC has at least half of its members from women representatives and an external member from outside the Institute who is a gender expert. For more information on the WGDC, please visit <http://www.tiss.edu/view/6/women-development-cell/overview-3/>.

### **2.8.7 Scholarship and Student Aid**

A limited number of scholarships and endowments have been created by eminent individuals, foundations and the corporate sector and are available to needy students on the basis of merit-cum-need. Students must apply to the Student's Aid Committee for this purpose and may refer to the *Handbook for Students 2019–2020*, for details.

The Institute has limited funds to provide aid to economically needy students with annual family income below Rs. 4 lakhs. After the commencement of the academic session, students may apply for student aid against the notification issued by the OSA in this regard. The Student's Aid Committee of the Institute takes decisions on the basis of the need and availability of funds. Details of the same are presented in the *Handbook for Students, 2019–2020*.

### **2.8.8 Grievances Redressal Committee**

In accordance with UGC Regulations of 2012, a Grievances Redressal Committee was constituted in June 2013 with a senior faculty member as Chairperson. The other members of the Committee are three

senior faculty members, a student representative, and an Ombudsperson, who is a judge not below the rank of District Judge or a retired Professor with at least 10 years' experience as a professor. The Institute follows the provisions of *The Gazette of India* (dated March 23, 2013) in addressing the grievances of its students. Please see the Students' Handbook, 2019–2020, for full details.

## 3.

**Master's Degree Programmes: Rules and Guidelines**

**Rules are subject to modifications from time to time. Modified rules will be accordingly communicated as applicable.**

**3.1 RULES AND GUIDELINES CONCERNING COURSEWORK, ATTENDANCE AND ASSESSMENT**

Each Master's programme — leading to the award of a degree — comprises a predefined set of courses of study. This may include a number of courses, a research dissertation, internships, and other activities, each of which is assigned specific credits or may be non-credited, but compulsory. Each programme is defined by a minimum requirement of total credits to be completed satisfactorily for the purpose of the award of a degree, within a stipulated minimum and maximum period of study.

**3.1.1 Semester Registration System**

Students are required to register online for joining Semesters II, III and IV. Registering for all semesters prior to its commencement is a mandatory requirement for all students of TISS. The semester registration system charts the academic progression and mobility of students across semesters so that all requirements for the award of the degree are completed in a systematic and orderly manner. All students must follow the procedures detailed below for the Semester Registration System, failing which they will not be allowed to continue the programme of study.

- 3.1.1.1 Login to the Student Management System at <https://stud-mgmt.tiss.edu> using your TISS email ID as the username and password. After login, visit the tab Semester Registration -> Registration Form. Please note that the semester registration link will be activated only after clearing dues, if any and after the payment of fees. To know more about the procedure for online payment of fees, please read 4.2.
- 3.1.1.2 On the Semester Registration screen, choose the courses (Core, Optional, Audit/Extra Credit, CBCS courses, etc). The School Secretariat has already mapped the courses (Core, Optional and CBCS) available to the students for that particular Semester. Complete the registration of courses for the Semester and submit.
- 3.1.1.3 Upload the following documents for semester registration [Please note that (iii), (iv) and (v) are only applicable for students eligible for the Gol-PMS Scholarship]:
- (i) Migration Certificate obtained from your earlier institution/university, if this has not been submitted earlier.
  - (ii) Settlement receipt of any advance taken and clearance from the Finance Section.
  - (iii) Students eligible for the Gol-PMS scholarships should have submitted application for the scholarship from the Government of India and/or their respective State Government. Those who have not done so or whose application has been rejected must pay all fees — tuition, hostel, dining hall charges and other fees, if any — before Semester registration.
  - (iv) Students have to inform the SC/ST Cell and EO Cell of scholarships received from any source, since the money gets directly transferred to their accounts.
  - (v) In order to verify scholarship details, students are required to upload all pages (starting from the date of enrolment at the Institute. If a new account has been opened after joining the Institute, the student should upload the pages from the time of opening the account) of the passbook of their Aadhaar-linked bank account.
- 3.1.1.4 Click on the 'confirm' button once 3.1.1.2 and 3.1.1.3 are complete. Note that the semester registration process is considered complete only after the details are confirmed in the system. After the 'confirm' button is clicked, a message will be displayed in a popup dialogue box: 'Registration Complete-Pending Verification'.

- 3.1.1.5 Post confirmation, the student registration form will appear in the respective Secretariats and Academic Section's dashboard. The Secretariats/Academic Section will review the form and confirm the semester registration for the student.

### **3.1.2 Courses**

Courses, dissertation and other course-related activities, which may be conducted inside and off-campus spaces, are of the following kinds:

- 3.1.2.1 A course is a prescribed content of a curriculum, with a set number of lessons/lectures, as approved by the Academic Council of TISS. All programmes consist of compulsory and optional courses offered in each semester. All courses carry credits with clear distribution of hours of teaching. Course credit value may vary from 1 to 10. In general, one credit refers to 15 hours of instruction and 30 hours of self-study. A few courses may not carry any credit, but would be compulsory to attend (e.g., Research Seminar).
- 3.1.2.2 Following the UGC directive, Choice Based Credit System (CBCS) was introduced in 2015, wherein students are required to undertake a certain number of courses to accumulate the required credits over II, III and IV semesters. A basket of courses is available in these three semesters from which students can select any 4 courses of their interest in order to accumulate a total of 8 credits. Currently, 8 CBCS credits are allotted for students in each study programme. This is specified in the course content of the respective programme. (Note: Variations observed in the total number of CBCS credits in some programmes is on account of the nature and total credit load for that programme. For more details, see section on Choice Based Credit System).
- 3.1.2.3 Students have a choice of auditing optional courses. However, the norms pertaining to attendance and regularity for audit courses remain the same as for compulsory courses. A course is delivered in the form of face-to-face instruction or through prescribed self-study with mentoring, and/or with online support, over the duration of a semester or in concentrated periods during a contact period, or in modular formats. Courses are taught and assessed by, or undertaken under the guidance of, one or more faculty.
- 3.1.2.4 Field-based/practical courses are described variously as fieldwork, block field placement, rural practicum, field practicum, practicum, and internship, and are undertaken as per pre-defined schedule of activities. Fieldwork comprises 7.5 hours of practical sessions per day. Depending on the curricular structure of each academic programme, the field-based experiential learning is credited or non-credited. The norms pertaining to regularity in attendance and fulfilling the requirements of the course are at par with taught courses. A supervisor and field coordinator(s), at particular field sites/agencies/organisations, coordinate these sets of activities. The faculty supervisor and/or the fieldwork supervisor conduct assessments of student's fieldwork performance. Details of the field component are available under programme descriptions of respective Schools.

### **3.1.3 Research Study**

This is described variously as Dissertation, Project or Research Project, and involves research work to be undertaken individually by a student under the guidance of a faculty member or members. The duration of research work generally spans more than two semesters and is credited variously by the different academic programmes depending on the weightage given to this activity in the curriculum of the programme concerned.

### **3.1.4 Additional Activities**

This includes Rural Camp, Study Tours, Workshops and other non-credited compulsory activities as prescribed by various programmes. All of the above types of activities mentioned in 3.1.1, 3.1.2 and 3.1.3 will be together referred to as courses of study.

### **3.1.5 Assessment Unit**

Each course of study, credited or non-credited, taught or field related, or research project, will be assessed through the following assessment unit types with prescribed weightages, as per a pre-defined

schedule, which is provided at the commencement of a semester. These may involve individual or group work.

3.1.5.1 Assignments, which are held during the course of the semester, and are conducted as individual or group assessments may take the following forms:

- (i) Class presentations—individual or group—which are held during the semester.
- (ii) Reflective journals, fieldwork reports or field diaries.
- (iii) Reports or dissertations or productions.
- (iv) Faculty assessment of class participation or fieldwork, or process aspects of fieldwork or dissertation/research.
- (v) Examination / tests (open book, closed book, take home) conducted during or at the end of the semester.
- (vi) Viva/oral test or examination.
- (vii) Written assignments
- (viii) Observation by faculty/supervisor.

3.1.5.2 Non-credited compulsory requirements of the academic programmes require certificates of participation/ completion and also include evaluative components, which may be mentioned in testimonials.

3.1.5.3 No course has only one type of evaluation instrument (for example, 100% assignment or 100% written exam). Each course has a minimum of two and a maximum of three components for assessment. Assessment units could be a combination of an assignment and a written examination or two assignments or two tests. Weightage of the written examination will not exceed 60% of the total evaluation.

3.1.5.4 In general, the total number of assessment units will not exceed the number of credits of the course. For example, a two-credit course is assessed by two units of assessment—an assignment and an examination, or two assignments or two examinations.

3.1.5.5 A student is required to attempt each mode of assessment independently.

3.1.5.6 Non-submission of an assignment will be treated as having failed in the course and the student will be given supplementary for that course after completion of all modes of assessment. In the case of supplementary examination, the mode of assessment will remain the same as an acceptable practice. Any change in the mode of assessment will be done in consultation with the School Dean/ Centre Chairperson/ Programme Co-ordinator.

3.1.5.7 In case of failure in courses exceeding four credits in a semester, the student will not be allowed to proceed to the next semester and will have to drop studies for the academic year and rejoin the same semester in the next academic year. This will be shown as "Repeat Semester" in the Grade Sheet.

### **3.1.6 Programme Completion/Credit Requirements Fulfillment**

3.1.6.1 The programme requirements include credited and non-credited activities.

3.1.6.2 The cumulative grade point average (CGPA) is computed as the credit-weighted average over all courses undertaken over previous and current semesters, of all credits accumulated until that assessment period. The CGPA is reported to one place of decimal and is also reported at the end of each semester on the semester grade card.

3.1.6.3 A student must maintain a CGPA of 4.0 in each semester, in order to continue in the programme. For students of the 2 semester Master of Law in Access to Justice programme, they must obtain a CGPA of 5.0 in the first semester in order to continue in the programme.

3.1.6.4 A student must receive a CGPA of 4.0 points to be considered to have completed the programme successfully. The credit point requirement for pass in the Master of Law in Access to Justice programme is a CGPA of 5.0.

- 3.1.6.5 The grade earned in a given course will be credited to the student only if he/she has the requisite attendance.
- 3.1.6.6 Students having shortage of attendance as per section 3.1.10 will be considered as failed and will be assigned a '0' (zero) grade point in the course, even if the assignments have been submitted and tests have been taken. The students will have to undergo supplementary assessments or repeat the course, as the case may be, in a future semester.
- 3.1.6.7 All assignments must be completed and submitted as per the predefined schedule.
- 3.1.6.8 Submission has to be done strictly in accordance with the guidelines provided by the course teacher such as,
- Hard copy submission to the School/Centre Secretariat on the announced date.
  - Hard copy submission to the course teacher on the announced date.
  - Submission by email on the announced date.
  - Submission via Moodle on the announced date.
- 3.1.6.9 Submission of assignments in any mode other than specified in the notification and/or submitted beyond the announced date/time will be treated as supplementary examination. In such cases, the student will be shown as 'Absent' and the assignment submitted will be considered as supplementary.
- 3.1.6.10 Non-completion of fieldwork or internship amounts to failure to fulfil the requirement of pass in a semester or year, as the case may be. In such cases of non-completion of fieldwork/internship, the student will not be promoted to the next semester. The student may be admitted to the subsequent semester / year, after successful completion and assessment of the fieldwork/internship.
- 3.1.6.11 Non-completion of research project/dissertation amounts to non-fulfillment of the requirement of award of degree. The degree will be awarded only after successful completion and assessment of the research project/dissertation.
- 3.1.6.12 A student may be allowed to **withdraw temporarily** from the study programme, provided he/she has successfully completed the first semester. Any withdrawal from the programme without completion of the first semester of studies will be considered as dropping out from the programme.
- 3.1.6.13 A student will have to complete the entire programme within a maximum period of 4 years from the date of admission (LL.M. programme within 03 years from date of admission). This applies to those who are granted temporary withdrawal from the programme, or repeat a semester/course, or appear for supplementary/improvement examinations. During the extended period, the student will be considered as a private candidate and will not be eligible for ranking and award of prizes.
- 3.1.6.14 A student must satisfactorily complete all compulsory requirements, and accumulate the requisite credits as on date of completion of a particular programme in order to become eligible for the degree.
- 3.1.7 Rules for Students Rejoining a Semester/Programme after Withdrawing/Dropping Out**
- 3.1.7.1 *Credit and course work requirements:* A student who intends to rejoin the programme after temporary withdrawal or repeat semester upon completion of all requirements of previous semesters will be enrolled in the ongoing academic year and will have to complete the required credits applicable to that batch for entitlement of degree. Students rejoining the programme will also be required to complete the UGC-mandated CBCS course requirements as applicable for the batch they are joining, along with all other course work, field work, internship, etc. as applicable.
- 3.1.7.2 *Rules regarding rejoining a semester due to lack of attendance/failure:* If a student is repeating the course for shortage of attendance/failure in courses for more than four credits, he/she will be required to repeat all the components of that semester (i.e., fieldwork/internship and research work) and complete the same satisfactorily, as the case may be.



**3.1.8 Extra Credits and Audits**

- 3.1.8.1 A student can opt to credit additional courses, over and above those prescribed for a programme. For all such credited courses, a student will be required to complete all the assessment units as prescribed.
- 3.1.8.2 Extra credits will be recorded on the grade card, and indicated as extra credits.
- 3.1.8.3 Extra credits will not be considered for the purpose of determining CGPA, etc.
- 3.1.8.4 Extra credits earned in a given semester will not be converted to regular credits at a later stage.
- 3.1.8.5 A student can opt to audit additional courses over and above those prescribed for a programme.
- 3.1.8.6 For all audited courses, the course title and 'audit' will be indicated in the grade sheet. The norms of regularity of attendance remain the same even if the course is being audited.

**3.1.9 Grading Scheme**

A grade point of 4.0 is the minimum requirement for passing in individual courses, including in fieldwork/ internship/research project (grade point 5.0 for Master of Law in Access to Justice programme). A minimum grade point average (GPA) of 4.0 is required for passing in a Semester (GPA of 5.0 for Master of Law in Access to Justice programme). Letter Grades and corresponding qualifying descriptions and grade point range are given below.

| Letter Grade | Level of Performance/Competence   | Grade Point |
|--------------|---|-------------|
| O            | Outstanding Performance – demonstrating high level mastery and ability to apply concepts to new situations                            | 9.0 - 10.0  |
| A+           | Excellent-demonstrating mastery of all learning or assessment situations  | 8.0 - 8.9   |
| A-           | Very Good-demonstrating mastery of most learning or assessment situations   | 7.0 - 7.9   |
| B+           | Good-demonstrating thorough competence in most situations   | 6.0 - 6.9   |
| B-           | Moderate-showing reasonably acceptable competence in some situations, minimal competence in others                                    | 5.0 - 5.9   |
| C+           | Average Competence-demonstrating minimal competence in most situations, while showing considerable capacity for improvement in others | 4.0 - 4.9   |
| C-           | Below Average Competence-Not passing, but still showing some capacity for improvement or development                                  | 3.0 - 3.9   |
| D            | Unsatisfactory Competence-Below satisfaction level performance marked by lack of engagement or inability to apply concepts            | 2.0 - 2.9   |
| E            | Highly Unsatisfactory competence-Complete lack of engagement and comprehension; also frequent absence                                 | 1.0 - 1.9   |
| F            | Unacceptable-Non-completion of assignments or blank responses in a test or blank answer sheets  | 0 - 0.9     |

Remarks in the Semester Grade Sheet

**S1** Supplementary – 1; **S2** Supplementary – 2; **Re** Repeat Course / Fieldwork / Internship/ Research Project; **I** Improvement Examination; **R** Re-evaluation; **M** Mandatory; **Op** Optional; **Au** Audit; **EC** Extra Credit.

**Semester Result Description**

**PP** Passed and Promoted (Passed in all courses, fieldwork/internship and research project)

**FS** Failed and allowed to keep Semester (that is, failed in courses up to four credits)

**FR** Failed and Repeat Semester (that is, failed in courses for more than four credits)

The grade point of a course is computed by taking the weighted average of the grade point received on each assessment unit and rounding off to one decimal point.

### 3.1.10 Attendance

3.1.10.1 Attendance in class and fieldwork is compulsory. Every student is expected to maintain regularity and 100% attendance for all programme requirements: (i) all classes for the courses for which the student is registered, (ii) field practicum, (iii) field trips, (iv) internships, etc. A minimum of 75% attendance is required for all taught courses.

3.1.10.2 *Biometric Attendance:* Biometric attendance is an institutional norm and all students are mandatorily required to follow it. The biometric data are linked only to the attendance system, and not to any other databases. The data will be destroyed once the students graduate from the Institute.

3.1.10.3 *Operational Guidelines and Policy for Marking Biometric Attendance*

- (i) Students will mark their biometric attendance twice in each class. The first attendance will be marked within the first 10 minutes of each lecture slot and the second within the last 10 minutes of the lecture slot. Attendance will be awarded only if the biometric attendance is marked twice during class hours. For example, if the class is between 9.00 to 11.00 am, the first attendance will be marked between 9.00 to 9.10 am and the second between 10.50 to 11.00 am. If the student marks attendance between 9.11 am to 10.49 am, the software will ignore it while processing attendance.
- (ii) When students have subsequent lectures scheduled at the same venue, biometric attendance will have to be registered again at the start and end of the subsequent lecture in the manner explained above.
- (iii) It is the responsibility of the students to give manual attendance to the Teacher/Instructor if they are unable to register biometric attendance due to technical issues. The Teacher/Instructor will hand over the manual attendance to the concerned School Secretariat, who will then make the attendance entry in the student management system.

3.1.10.4 *Attendance for Courses*

- (1) **Absence upto 25%** may be condoned by the Dean of the School. Remaining absent for 25% of the time is not a matter of right, but a measure to support students meet medical or health issues or for personal and family crises.
- (2) **Absence between 26–33%** will make the student ineligible to appear for the examination. The student can, however, appear for the Supplementary examination whenever it is scheduled to be held.
- (3) **Absence above 33%** will automatically lead to the student Repeating the Course when offered in the next academic year.

This includes absence due to medical emergencies as well.

3.1.10.5 The schedule of holidays declared by the Institute for classes and in fieldwork setting will be applicable for the period of fieldwork as well.

3.1.10.6 Absences for medical or other exigent reasons can be taken with permission through a leave application submitted to the Programme Coordinator. For full-time, on-campus courses, leave up to 7 days may be granted by the Programme Coordinator. Leave above 7 days, may be granted in consultation with the Chairperson/Dean. In no case, can this exceed 25%.

3.1.10.7 Students who have more than 33% absence in any course will not be allowed to undertake the final assessment component such as end of semester examination or a final assignment, and will be declared 'failed' in the course. In such cases, further appearance in examination or completion of assessments will be treated as supplementary.

3.1.10.8 Students who have more than 33% absence in courses up to four credits will be declared as 'failed' in those courses and will be required to appear for the supplementary examinations, whenever they are conducted. Students who have more than 33% absence in courses totalling more than four credits will be required to repeat the semester the following year. Students can do multiple repeat semesters within the total time span available for the completion of the programme.

3.1.10.9 Students who repeat a course, or courses, due to shortage of attendance or for failure in the regular examination and the two supplementary examinations, will be marked as "Repeat Course" in the Grade Card, whenever they clear it in a subsequent semester.

3.1.10.10 *Attendance for Fieldwork/Internship*

- (a) Attendance is compulsory on all days of fieldwork/internship.
- (b) In the case of internships and field practicum, the maximum days of absence permitted is up to 10% of the total practicum period specified by each programme.
- (c) For concurrent fieldwork (i.e., fieldwork on certain days of the week), students have to put in a minimum of 15 hours a week, including time spent in Individual Conference/General Conference, but excluding travel time.
- (d) Absence of up to two days for genuine reasons such as medical/family emergencies is allowed for concurrent fieldwork and block fieldwork/internship (of one month duration) only with prior permission.
- (e) Absence beyond two days needs to be compensated in toto in consultation with the fieldwork coordinator or supervisor.
- (f) Any absence without genuine reasons and without permission needs to be fully compensated.

**3.1.11 Selection of Courses or Specialisations**

Students are required to select the optional courses/specialisations (wherever applicable) offered through the online Semester Registration system at the beginning of each semester. This enables the School Secretariats to scrutinise possible class size, timetable constraints, fulfillment of eligibility requirements, etc.

**3.1.12 Dissertations / Theses / Self Study Courses / Research Reports / Field Reports**

3.1.12.1 Dissertations / theses / field reports, etc. are carried out in phases and are assessed on two counts: process and product evaluation.

3.1.12.2 Bound copies of the Research Project/Dissertation Report/ Field Reports, duly signed by the Research Guide/ Faculty Supervisor, should be submitted to the Secretariat of the respective School/Centre on or before the scheduled date.

3.1.12.3 Late submissions, which are within the extra time given for valid reasons (and as sanctioned by the Dean on recommendation of the Guide/ Faculty Supervisor), will be treated as supplementary submission and the grade card will reflect the same.

**3.1.13 Supplementary**

3.1.13.1 Students are required to apply for Supplementary, if they have failed in a given course, or if they have missed an examination or any other component of assessment for any valid reason (sanctioned by the Dean on recommendation of the Programme Coordinator).

3.1.13.2 Supplementary assessment will be announced along with the declaration of semester results. These are applicable in the following situations:

- (i) GPA Score less than 4.0 (**less than 5.0 for LL.M. Students**)
- (ii) Attendance shortage of **more than 25% and upto 33%**
- (iii) Plagiarism beyond the permissible limits
- (iv) Absent for Examination (including due to medical emergency) **up to courses with a cumulative of four credits**

- (v) Delayed or non-submission of **Assignments/Research Project/Internship Report** (including due to medical emergency)
- 3.1.13.3 Fee for Supplementary in taught courses is Rs. 200/-
- 3.1.13.4 Fee for Supplementary in Fieldwork/Internship is Rs. 1,000/-
- 3.1.13.5 If a student fails to undertake the supplementary or fails in Supplementary-1, then he/she will be offered Supplementary-2 as per the schedule announced.
- 3.1.13.6 If the student fails to undertake or fails in Supplementary-2, then he/she will be declared as failed in the course and will be required to repeat the course in a future semester. The student will have the option of Supplementary-1 and Supplementary-2 in the case of repeat course also.
- 3.1.13.7 A student who is unable to appear for the written examination or complete the final assignment due to medical or unexpected emergencies will be required to give supplementary for that part of the examination only and will be marked S1 in the grade sheet.
- Students who fail to respond to the call for supplementary exams after two notices from their School Secretariat will be deemed to have failed in that semester and will be required to repeat that semester.
- 3.1.13.8 Courses completed through supplementary will be identified using the following codes placed against the grade in the grade card: 'S1' for Supplementary-1 and 'S2' for Supplementary-2. Those students who have cleared the course through Supplementary mode will not be considered for award of any prize when the degree is awarded for the programme. This norm will apply even if the student tops the class/fieldwork/research as the case may be.
- 3.1.13.9 Students who have failed or have supplementary for more than four credits in a semester or accumulated over two or more semesters will be deemed to have failed and will not be promoted to the next semester. In such cases, the student will have to drop out of the programme. All the backlog of credits needs to be successfully completed before being admitted to the next semester.
- 3.1.13.10 Grades obtained through Supplementary mode will not be considered for re-evaluation.
- 3.1.14 Improvement Assessments**
- 3.1.14.1 Students are required to apply for Improvement (sanctioned by the Dean on recommendation of the Programme Coordinator), if they wish to improve their grades.
- 3.1.14.2 A student, irrespective of the obtained grade, can opt for **Improvement Examination** after the declaration of results, if the grade is not satisfactory.
- 3.1.14.3 Improvement examination will be conducted for 100% weightage. Examination components, in relation to the previous regular examinations, can be modified by the teacher and a minimum of 02 units of assessment for each course may be preferably maintained.
- 3.1.14.4 In the case of Improvement Examination, the grade thus obtained will be considered as final for the grade sheet.
- 3.1.14.5 Dissertation/Research Project/Internship/Field Placement are excluded from improvement assessment.
- 3.1.14.6 Fee for Improvement Examinations in taught courses is Rs. 500/- which is non-refundable.
- 3.1.14.7 There is no option for second improvement.
- 3.1.14.8 Grades obtained through Improvement mode will not be considered for re-evaluation.
- 3.1.14.9 Courses completed through improvement will be identified using the code 'I' for Improvement placed against the grade in the grade card. Those students who have cleared the course through Improvement will not be considered for award of any prize when the degree is awarded for the programme. This norm will apply even if the student tops the class/fieldwork/research as the case may be.

**3.1.15 Re-evaluation**

- 3.1.15.1 A student, who desires to have his/her answer paper, research project, or fieldwork/internship performance re-evaluated, will be required to apply for re-evaluation within 10 working days after the declaration of results of the semester, by paying the requisite fees. Re-evaluation means verification of grades and/or reassessment of answer papers, research project, assignments, fieldwork/internship performance.
- 3.1.15.2 Fee for Re-evaluation of theory courses is Rs. 500/-, while the fee for Re-evaluation of fieldwork is Rs. 1,500/- which is non-refundable.
- 3.1.15.3 Grades of Semester IV, which are subsequently re-evaluated after the Convocation, will not be considered for any prize in which the relevant degree is conferred even if the student tops the class /fieldwork. However, a certificate will be issued to the effect.
- 3.1.15.4 A Committee, with the power to co-opt members, will be constituted by the Dean of the School/ Chairperson of Independent Centre to consider the requests for re-evaluation of grades in courses/ research project/fieldwork/internship.
- 3.1.15.5 The Re-evaluation Committee will ordinarily invite a member of the faculty of the Institute based on the expertise required for re-evaluation in the specific courses or the area of research/fieldwork/internship to re-evaluate, unless it decides for some reason, to invite an outsider. The re-evaluator, however, will not be a member of the re-evaluation committee and he/she will not be a member of the Centre to which either the student or his/her examiner belongs to.
- 3.1.15.6 Re-evaluation will be done for all re-evaluable components of the course / fieldwork / internship / research project.
- 3.1.15.7 The concerned faculty member, who taught the course and assessed the student, will submit a note along with the grade sheet and answer book/assignments, with a view to enlighten the re-evaluator on the course content and the emphasis given by him/her, while teaching the course, and the broad criteria followed in the assessment. The answer book of the highest, lowest and average grades will accompany the re-evaluation answer book.
- 3.1.15.8 In the case of research project, only the final research report/dissertation will be re-evaluated by a subject expert, internal or external to the Institute.
- 3.1.15.9 In the case of fieldwork/internship, the re-evaluator will review the following:
- (i) Fieldwork/Internship recording of the student,
  - (ii) Fieldwork/Internship diary of the student,
  - (iii) Records of supervisory conferences submitted by the student,
  - (iv) Supervisory diary maintained by the supervisor, and
  - (v) Mid-term and final evaluation form maintained by student and the supervisor.
- 3.1.15.10 In the case of re-evaluation of fieldwork/internship, the re-evaluator will meet the student concerned and get a verbal report in relation to the work he/she has done. The re-evaluator may also ask questions so as to assess the student's fieldwork/internship knowledge, skills and attitude. The re-evaluator will also meet the supervisor, field supervisor or contact, faculty adviser, fieldwork/internship coordinator individually and/or collectively to make an objective assessment of the student's work and performance.
- 3.1.15.11 If a student applies for re-evaluation for a failed grade, and fails again in re-evaluation, the student has to appear for supplementary examination.
- 3.1.15.12 A student, who applies for re-evaluation of a Semester IV course(s) after the degree has been awarded, should return the degree certificate and the grade card. The re-evaluation will be completed within 6 months.
- 3.1.15.13 The re-evaluation procedure will be completed within a timeframe that facilitates the possibility of the student opting for an improvement/supplementary exam.

- 3.1.15.14 In case of re-evaluation, the grade thus obtained will be treated as final for the grade sheet.
- 3.1.15.15 Re-evaluated grades of I to III semesters are considered for the award of prizes, etc. of the Institute. However, in case of supplementary or improvements, the same will not be considered for awards and prizes.
- 3.1.15.16 In case a student gets a better grade after re-evaluation of any assessment components in Semester IV, the same will not be considered for award of prizes. However, a certificate will be issued upon request reflecting the higher grade received.

### **3.1.16 Use of Unfair Means**

- 3.1.16.1 If a student is found to have copied/cheated/plagiarised in any assessment unit, he/she will be deemed to have failed in the course and will be required to appear for supplementary evaluation.
- 3.1.16.2 If the same student is found copying/cheating/plagiarising in an assessment unit in any of the following semester(s), he/she will be deregistered from the programme.
- 3.1.16.3 If a student is found copying/cheating/plagiarising in a research project/dissertation, he/she will be deemed to have failed in the research project/dissertation and will be required to do a research project in another area/theme/topic.
- 3.1.16.4 If a student is found reporting falsely in the fieldwork/internship recordings, he/she will be deemed to have failed in the fieldwork/internship and will be required to repeat the fieldwork/internship in another fieldwork/internship agency in the next academic year in consultation with the Dean/Chairperson and the fieldwork/internship supervisor.
- 3.1.16.5 Following are some of the Unfair Means considered for penal actions. This is only an indicative, and not an exhaustive list of the types of unfair means considered actionable:
  - (i) Having in possession papers, books, notes or any other material or information relevant to the paper concerned in the examination hall during examination;
  - (ii) Giving or receiving assistance of any kind or attempting to do so during the examination;
  - (iii) Copying/cheating in examinations, assignments and the fieldwork reports/project reports;
  - (iv) Writing question(s) and/or answer(s) on any material other than the answer book given by the Hall Supervisor for writing the answers;
  - (v) Tearing off the answer book, supplementary answer books, etc., or a part thereof;
  - (vi) Contacting/talking or trying to contact/talk with any other person during the examination;
  - (vii) Using or attempting to use any other undesirable method or means in connection with the examinations, e.g., using abusive language in the answer book, disclosing one's identity in the answer book by writing his/her name, for example;
  - (viii) Smuggling in/out or carrying away the answer book/objective type question paper;
  - (ix) Impersonation;
  - (x) Any other act amounting to serious misconduct.
- 3.1.16.6 If a student is found copying/cheating in the assignment having less than 50% weightage, he/she will be given supplementary for that portion of the assignment. If the weightage of that part of assignment is 50% or more in which the student is caught copying/cheating, the entire assignment of the course will be cancelled and a new assignment will be given as supplementary.

## **3.2 RULES PROHIBITING RAGGING**

- 3.2.1 In pursuance to the Judgment of the Hon'ble Supreme Court of India dated May 8, 2001, in Civil Appeal No. 887/2009, the UGC framed regulations on curbing the menace of ragging in higher educational institutions. These regulations are mandatory for all Universities/Institutions. The UGC

has also made it mandatory for all students/parents to submit anti-ragging related affidavits to the institutions at the time of admission. Thus, the students are advised that ragging in any form is strictly prohibited, within the Institute premises or any part of the Institute system or outside the institute.

- 3.2.2 Ragging involves existing students baiting or bullying new students. It includes display of noisy, disorderly conduct; teasing; excitement by rough or rude treatment or handling; indulging in rowdy, undisciplined activities which cause or is likely to cause annoyance, undue hardship, physical or psychological harm or raise apprehension or fear in a fresher; asking the student to do any act or perform something which he/she will not do in the ordinary course and which causes him/her shame or embarrassment or danger to his/her life; causing, inducing, compelling or forcing a student, whether by way of a practical joke or otherwise, to do any act which detracts from human dignity or violates his/her person or exposes him/her to ridicule; forbear from doing any lawful act, by intimidating, wrongfully restraining, wrongfully confining, or injuring him/her or by using criminal force on him/her or by holding out to him/her any threat of such intimidation, wrongful restraint, wrongful confinement, injury or the use of criminal force, etc.

**Please note that the above is only an indicative list.**

- 3.2.3 The following is a list of punishments for those found guilty of participation in or abetment of ragging. The quantum of punishment will depend on the nature and gravity of the offence as established by the Disciplinary Committee or the court of law.

- (i) Cancellation of admission.
- (ii) Suspension from attending classes.
- (iii) Withholding/withdrawing scholarship/fellowship and other benefits.
- (iv) Debarring from appearing in any test/examination or other evaluation process.
- (v) Withholding results.
- (vi) Debarring from representing the Institute in any national or international meet, tournament, youth festival, etc.
- (vii) Suspension/expulsion from the hostel.
- (viii) Rustication from the Institute for periods varying from 1–4 semesters.
- (ix) Expulsion from the Institute and consequent debarring from admission to any other Institute.
- (x) Fine up to Rs. 25,000/-.
- (xi) Rigorous imprisonment up to three years by a court of law.

While the first 10 types of punishment can be awarded by the appropriate authority of the Institute itself, the last punishment can be awarded only by a court of law.

### **3.3 RULES SPECIFIC TO THE MASTER OF ARTS IN EDUCATION (ELEMENTARY) PROGRAMME**

**These rules are in addition to the rules applicable to all other programmes of the Institute.**

#### **3.3.1 Registration and Eligibility for Continuation in the Programme**

- 3.3.1.1 In semester I, a student has to compulsorily register for 3 courses.
- 3.3.1.2 From semester II onwards, the student can opt for a minimum of two or more courses. Registration for only one course in a semester is not allowed.
- 3.3.1.3 A student has to pass at least one course in each semester irrespective of the number of courses registered for in that particular semester to be eligible for supplementary examinations in the course in which he/she has failed.

**Illustration:**

**Fails in three courses:** Not eligible for the supplementary; he/she has to repeat the semester.

**Fails in two courses:** He/she can appear for the supplementary exam in both of them. If the student fails in both in the supplementary modes, then he/she will not be allowed to move to the next semester and will have to repeat the semester.

**Fails in one course:** If the student fails in one course in supplementary mode, but passes in the other, then he/she can move to the next semester and repeat the course he/she has failed in whenever that course is offered next.

- 3.3.1.4 The MAEE programme allows flexibility to complete the courses non-sequentially over four years, except those courses which have a pre-requisite requirement. For example, after completing the first semester, the student may choose to do the third semester courses, provided he/she completes the course requirements to register for courses offered in that semester.

There are six courses which are sequentially tied to each other, for example. Sociology of Education I & II, and Child Development, Cognition and Learning I & II have to be done in sequence. Students may do their Field Attachment along with or after they complete the Research Methods course. All other courses in the programme may be completed as per the convenience of the students.

**3.3.2 Attendance Waiver**

If a student has already attended the classes of a course but not passed it, he/she will be given attendance waiver for the classes attended when the student repeats the course. Here the term repeating the course refers to fulfilling assessment requirement for passing the course, not necessarily sitting for those classes.

- 3.3.3** Fees applicable for re-registration/repeating course is tuition fees plus examination fees.

**3.4 AWARD OF DEGREE**

- 3.4.1** Students who have successfully completed their programme of study will be admitted to the degree only at the Annual Convocation.

- 3.4.2** Students who are unable to complete course requirements before the regular Convocation will be awarded the degree at the next Convocation function.

- 3.4.3** Notwithstanding anything contained in these rules, the Academic Council may, on the recommendation of the Director, by a resolution passed with the concurrence of not less than two-thirds of the members voting, withhold for such a period as they may deem fit, conferment of any degree to any successful candidate at an examination of the Institute, for reasons, which, in their opinion, justify such withholding, e.g., unruly or disorderly conduct, or violence on the Institute campuses, or conviction for an offence involving violence or moral turpitude.



## 4.

### **Master's Degree Programmes: Fees and Deposits**

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#### **4.1 PAYMENT OF FEES**

- 4.1.1** All fees are to be paid through the online mode only, i.e. using a credit card or via net banking.
- 4.1.2** Payment of Semester II, III and IV fees should be made on time and by the due date announced by the academic administration.
- 4.1.3** In case of default of payment of fees by due date, Rs. 100/- will be imposed as fine for the first block of 7 days, Rs. 200/- for the second block of 7 days and Rs. 300/- for the third block of 7 days and so on, but the net fine will not be more than 20% of the tuition fee. This is subject to the approval of the competent authority.
- 4.1.4** Semester Registration will be permitted only after payment of fees. In case the student fails to pay the fees and complete the Semester Registration formalities within 8 days from the last date of payment of fees, his/her name will be removed from the registration system and their attendance will not show up in the biometric system.
- 4.1.5** Sponsored/Deputed students will be exempted from paying a fine even if there is a delay in payment of fees.
- 4.1.6** Permanent employees of the Institute, their spouses and up to two children, are exempted from payment of tuition fees to undergo any study programme in the Institute. This exemption will not be applicable to self-financing courses (Cir. No. Admn/40/2012 dt. Aug. 4, 2012).
- 4.1.7** Students who are away on Exchange Programmes have to pay the regular semester fees, excluding hostel and dining hall fees.
- 4.1.8** Fines, as applicable, will be imposed on all students including those availing Gol facilities, if they fail to pay fees by the stipulated date.
- 4.1.9** Students who are away on internship for a full semester are required to inform the Dining Hall and sign out from there. However, hostel fees will be applicable for them.
- 4.1.10** For information on fees for Supplementary and Improvement examinations, and Re-evaluation, please check section 3.1.13 and 3.1.14 respectively.
- 4.1.11** Students who did not qualify to complete a semester due to absenteeism in courses up to four credits, have to repeat the course whenever that semester begins along with the regular semester, provided the timetable allows for it. The fee to be paid per course is Rs. 2,000/-
- 4.1.12** Students who did not qualify to complete a semester due to absenteeism in more than four credits in a semester, or attended the classes, but did not appear for / pass the examination will have to repeat the semester whenever it begins along with the regular semester. Such students will have to pay the Semester Fees prescribed for the course enrolled, except caution deposit, wherever applicable.
- 4.1.13** Students who have failed in Fieldwork/ Internship/ Rural Practicum (or not completed due to absenteeism and other reasons), will have to pay the Fieldwork/Internship/Rural Practicum + Examination Fees + Computer Fees as chargeable by the respective School/Centre.
- 4.1.14** Students who have failed in Research Project/Dissertation or not completed due to absenteeism or other reasons, have to repeat the same. The Repeating/ Late Submission with Supplementary Fees for the Research Project/Dissertation (including evaluation fees) is Rs.1,500/-.

- 4.1.15** Students who did not fill the Convocation Form for the Degree Certificate during the said period and requested for the same after the Convocation, will be charged Rs. 500/- as late fees.
- 4.1.16** Students requesting for correction in their name on the Degree Certificate (and other appropriate documents) will be charged Rs. 500/- for the same.
- 4.1.17** Request for additional Grade Card for Semesters I to III will be charged Rs. 200/- per Grade Card
- 4.1.18** Bonafide Certificates for Visa/Passport/Migration/Loan/Parents IT/Sim Card/Other Scholarships/Railway Concession, etc. will be charged Rs. 50/- each. Gol-PMS students are exempt from paying these charges.

#### **4.2 PROCEDURE FOR PAYMENT OF FEES**

- 4.2.1** Fee payment is to be done on the online fee payment portal by logging on to <https://stud-mgmt.tiss.edu> using your TISS email username and password.
- 4.2.2** After login, visit the tab Fees -> Fee Payment and click on the button 'Make Payment' to pay the fees. Confirm the amount being paid before making the transaction.
- 4.2.3** The outstanding fees with respect to students who have not remitted fees as per the Institute records in the second semester are included in the fees for Semester III. In case this is an error and there are no outstanding fees, the student should contact the Academic & Accounts Sections and show the proof of payment.
- 4.2.4** In case of any changes in the Dining Hall and/or Hostel accommodation and charges, please get in touch with the Hostel In-charge and Dining Hall In-charge.
- 4.2.5** Students having queries or requiring support while making fee payment may write to [pgadmission@tiss.edu](mailto:pgadmission@tiss.edu) or call 022-25525252

#### **4.3 COMPULSORY FEES, DEPOSITS AND OTHER ESTIMATED EXPENDITURE FOR INDIAN STUDENTS (IN INDIAN RUPEES)**

- 4.3.1** Fee under fieldwork, internship and lab charges are meant for the purpose it is collected for and are not reimbursible/refundable to the students.
- 4.3.2** Practicum / Study Tour / Rural Field Work / Urban Field Work charges are not part of the fee structure. The expenses for these will have to be met by the students.
- 4.3.3** Caution Deposit will be refunded on submission of No Dues Certificate at the time of leaving the programme. Dues to the Institute, if any, will be recovered from the Caution Deposit.
- 4.3.4** All receipts for deposits should be carefully preserved and returned at the time of leaving the Institute for claiming the refund.

**The next 5 pages gives the fees in details for all Master's Degree Programmes, 2019-2021.  
Please note that the fees are subject to change and revision.**

**Fee Structure for Master's Degree Programmes (2019–2021)\***

| Components                     | Social Work   |               |               |               | Disaster Management |               |               |               | Development Studies/<br>Women's Studies |               |               |               | Media and Cultural Studies |               |               |               |
|--------------------------------|---------------|---------------|---------------|---------------|---------------------|---------------|---------------|---------------|---|---------------|---------------|---------------|----------------------------|---------------|---------------|---------------|
|                                | Semester      |               |               |               | Semester            |               |               |               | Semester                                |               |               |               | Semester                   |               |               |               |
|                                | I             | II            | III           | IV            | I                   | II            | III           | IV            | I                                       | II            | III           | IV            | I                          | II            | III           | IV            |
| <b>FEES</b>                    | 12,000        | 12,000        | 12,000        | 12,000        | 12,000              | 12,000        | 12,000        | 12,000        | 12,000                                  | 12,000        | 12,000        | 12,000        | 12,000                     | 12,000        | 12,000        | 12,000        |
| <b>CHARGES</b>                 | 800           | 800           | 800           | 800           | 800                 | 800           | 800           | 800           | 800                                     | 800           | 800           | 800           | 800                        | 800           | 800           | 800           |
|                                | 100           | 0             | 0             | 0             | 100                 | 0             | 0             | 0             | 100                                     | 0             | 0             | 0             | 100                        | 0             | 0             | 0             |
|                                | 5,000         | 5,000         | 5,000         | 5,000         | 4,000               | 0             | 0             | 0             | 4,000                                   | 0             | 0             | 0             | 0                          | 0             | 0             | 0             |
|                                | 1,000         | 1,000         | 1,000         | 1,000         | 1,000               | 1,000         | 1,000         | 1,000         | 1,000                                   | 1,000         | 1,000         | 1,000         | 1,000                      | 1,000         | 1,000         | 1,000         |
|                                | 0             | 0             | 0             | 2,000         | 0                   | 0             | 0             | 2,000         | 0                                       | 0             | 0             | 2,000         | 0                          | 0             | 0             | 2,000         |
|                                | 300           | 0             | 0             | 0             | 300                 | 0             | 0             | 0             | 300                                     | 0             | 0             | 0             | 300                        | 0             | 0             | 0             |
|                                | 0             | 0             | 0             | 0             | 0                   | 5,000         | 5,000         | 0             | 0                                       | 0             | 0             | 0             | 0                          | 0             | 0             | 0             |
|                                | 0             | 0             | 0             | 0             | 0                   | 4,000         | 4,000         | 0             | 0                                       | 0             | 0             | 0             | 1,500                      | 1,500         | 1,500         | 1,500         |
|                                | 8,000         | 8,000         | 8,000         | 8,000         | 8,000               | 8,000         | 8,000         | 8,000         | 8,000                                   | 8,000         | 8,000         | 8,000         | 8,000                      | 8,000         | 8,000         | 8,000         |
|                                | 500           | 500           | 500           | 500           | 500                 | 500           | 500           | 500           | 500                                     | 500           | 500           | 500           | 500                        | 500           | 500           | 500           |
|                                | 1,500         | 0             | 1,500         | 0             | 1,500               | 0             | 1,500         | 0             | 1,500                                   | 0             | 1,500         | 0             | 1,500                      | 0             | 1,500         | 0             |
| <b>DEPOSITS &amp; ADVANCES</b> | 10,000        | 0             | 0             | 0             | 10,000              | 0             | 0             | 0             | 10,000                                  | 0             | 0             | 0             | 10,000                     | 0             | 0             | 0             |
| <b>TOTAL COURSE FEE</b>        | <b>39,200</b> | <b>27,300</b> | <b>20,800</b> | <b>21,300</b> | <b>42,200</b>       | <b>31,300</b> | <b>24,800</b> | <b>16,300</b> | <b>34,200</b>                           | <b>22,300</b> | <b>15,800</b> | <b>16,300</b> | <b>45,700</b>              | <b>33,800</b> | <b>27,300</b> | <b>27,800</b> |

**Hostel and Dining Hall Charges**

|                                      |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>OTHERS</b>                        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        |
|                                      | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        |
| <b>Total Fees for Non-Hostellers</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> |

\*Notes: 1. The Institute reserves the right to revise the Fee Structure of programmes if necessary.  
 2. Practicum / Study Tour / Rural Fieldwork / Urban Fieldwork/ Winter Institute charges are not part of the fee structure and the expenses will have to be met by the students.

**Fee Structure for Master's Degree Programmes (2019–2021)\***

| Components                     | Hospital Administration/<br>Health Health Administration |               |               |               | Public Health Policy,<br>Economics and Finance, and<br>Public Health in Social<br>Epidemiology |               |               |               | Library and Information Science |               |               |               | Education (Elementary) |               |               |               |
|--------------------------------|--|---------------|---------------|---------------|--|---------------|---------------|---------------|---------------------------------|---------------|---------------|---------------|------------------------|---------------|---------------|---------------|
|                                | Semester   |               |               |               | Semester   |               |               |               | Semester                        |               |               |               | Semester               |               |               |               |
|                                | I  | II            | III           | IV            | I  | II            | III           | IV            | I                               | II            | III           | IV            | I                      | II            | III           | IV            |
| <b>FFF</b>                     | 12,000   | 12,000        | 12,000        | 12,000        | 12,000   | 12,000        | 12,000        | 12,000        | 12,000                          | 12,000        | 12,000        | 12,000        | 10,500                 | 10,500        | 10,500        | 10,500        |
| Examination                    | 800  | 800           | 800           | 800           | 800  | 800           | 800           | 800           | 800                             | 800           | 800           | 800           | 800                    | 800           | 800           | 800           |
| Medical Examination            | 100  | 0             | 0             | 0             | 100  | 0             | 0             | 0             | 100                             | 0             | 0             | 0             | 100                    | 0             | 0             | 0             |
| Fieldwork                      | 0  | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 0                               | 0             | 0             | 0             | 0                      | 0             | 0             | 6,000         |
| Computer                       | 1,000  | 1,000         | 1,000         | 1,000         | 1,000  | 1,000         | 1,000         | 1,000         | 1,000                           | 1,000         | 1,000         | 1,000         | 1,000                  | 1,000         | 1,000         | 1,000         |
| Convocation                    | 0  | 0             | 0             | 2,000         | 0  | 0             | 0             | 2,000         | 0                               | 0             | 0             | 2,000         | 0                      | 0             | 0             | 2,000         |
| ID Card                        | 300  | 0             | 0             | 0             | 300  | 0             | 0             | 0             | 300                             | 0             | 0             | 0             | 300                    | 0             | 0             | 0             |
| Students' Competency           | 0  | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 0                               | 0             | 0             | 0             | 0                      | 0             | 0             | 0             |
| Internship / Documentation     | 4,000  | 4,000         | 4,000         | 4,000         | 4,000  | 4,000         | 4,000         | 4,000         | 4,000                           | 4,000         | 4,000         | 4,000         | 0                      | 0             | 0             | 0             |
| Lab / Studio                   | 0  | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 3,000                           | 3,000         | 3,000         | 3,000         | 0                      | 0             | 0             | 0             |
| Development Fund               | 8,000  | 8,000         | 0             | 0             | 8,000  | 8,000         | 0             | 0             | 8,000                           | 8,000         | 0             | 0             | 8,000                  | 8,000         | 0             | 0             |
| Students' Union Fund           | 500  | 500           | 500           | 500           | 500  | 500           | 500           | 500           | 500                             | 500           | 500           | 500           | 500                    | 500           | 500           | 500           |
| Medical Insurance Fund         | 1,500  | 0             | 1,500         | 0             | 1,500  | 0             | 1,500         | 0             | 1,500                           | 0             | 1,500         | 0             | 1,500                  | 0             | 1,500         | 0             |
| <b>DEPOSITS &amp; ADVANCES</b> | 10,000   | 0             | 0             | 0             | 10,000   | 0             | 0             | 0             | 10,000                          | 0             | 0             | 0             | 10,000                 | 0             | 0             | 0             |
| <b>TOTAL COURSE FEE</b>        | <b>38,200</b>  | <b>26,300</b> | <b>19,800</b> | <b>20,300</b> | <b>38,200</b>  | <b>26,300</b> | <b>19,800</b> | <b>16,300</b> | <b>37,200</b>                   | <b>25,300</b> | <b>18,800</b> | <b>19,300</b> | <b>32,700</b>          | <b>20,800</b> | <b>14,300</b> | <b>20,800</b> |

**Hostel and Dining Hall Charges**

|                                      |               |               |               |               |               |               |               |               |               |               |               |               |              |              |              |              |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|--------------|--------------|--------------|
| <b>OTHERS</b>                        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 3,000        | 3,000        | 3,000        | 3,000        |
| Dining Hall (Advance) Charges        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 3,000        | 3,000        | 3,000        | 3,000        |
| Hostel & Electricity Charges         | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 31,000        | 6,000        | 6,000        | 6,000        | 6,000        |
| <b>Total Fees for Non-Hostellers</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>6,000</b> | <b>6,000</b> | <b>6,000</b> | <b>6,000</b> |

\*Notes: 1. The Institute reserves the right to revise the Fee Structure of programmes if necessary.  
 2. Practicum / Study Tour / Rural Fieldwork / Urban Fieldwork / Winter Institute charges are not part of the fee structure and the expenses will have to be met by the students.

**Fee Structure for Master's Degree Programmes (2019–2021)\***

| Components                     | Water Policy & Governance |               |               |               | Urban Policy & Governance |               |               |               | Climate Change & Sustainability Studies |               |               |               | Regulatory Governance |               |               |               |
|--------------------------------|---------------------------|---------------|---------------|---------------|---------------------------|---------------|---------------|---------------|---|---------------|---------------|---------------|-----------------------|---------------|---------------|---------------|
|                                | Semester                  |               |               |               | Semester                  |               |               |               | Semester                                |               |               |               | Semester              |               |               |               |
|                                | I                         | II            | III           | IV            | I                         | II            | III           | IV            | I                                       | II            | III           | IV            | I                     | II            | III           | IV            |
| <b>FEES</b>                    | 12,000                    | 12,000        | 12,000        | 12,000        | 12,000                    | 12,000        | 12,000        | 12,000        | 12,000                                  | 12,000        | 12,000        | 12,000        | 12,000                | 12,000        | 12,000        | 12,000        |
|                                | 800                       | 800           | 800           | 800           | 800                       | 800           | 800           | 800           | 800                                     | 800           | 800           | 800           | 800                   | 800           | 800           | 800           |
|                                | 100                       | 0             | 0             | 0             | 100                       | 0             | 0             | 0             | 100                                     | 0             | 0             | 0             | 100                   | 0             | 0             | 0             |
|                                | 2,500                     | 2,500         | 2,500         | 0             | 2,000                     | 2,000         | 0             | 0             | 0                                       | 1,350         | 0             | 0             | 0                     | 0             | 0             | 0             |
|                                | 1,000                     | 1,000         | 1,000         | 1,000         | 1,000                     | 1,000         | 1,000         | 1,000         | 1,000                                   | 1,000         | 1,000         | 1,000         | 1,000                 | 1,000         | 1,000         | 1,000         |
|                                | 0                         | 0             | 0             | 2,000         | 0                         | 0             | 0             | 2,000         | 0                                       | 0             | 0             | 0             | 0                     | 0             | 0             | 2,000         |
|                                | 300                       | 0             | 0             | 0             | 300                       | 0             | 0             | 0             | 300                                     | 0             | 0             | 0             | 300                   | 0             | 0             | 0             |
|                                | 0                         | 0             | 1,000         | 0             | 0                         | 0             | 1,000         | 0             | 0                                       | 0             | 0             | 0             | 0                     | 0             | 1,000         | 0             |
|                                | 0                         | 0             | 0             | 0             | 0                         | 0             | 0             | 0             | 0                                       | 0             | 0             | 0             | 0                     | 0             | 0             | 0             |
|                                | 0                         | 1,500         | 0             | 1,500         | 0                         | 0             | 1,500         | 0             | 0                                       | 0             | 0             | 0             | 0                     | 0             | 0             | 0             |
|                                | 8,000                     | 8,000         | 0             | 0             | 8,000                     | 8,000         | 0             | 0             | 8,000                                   | 8,000         | 0             | 0             | 8,000                 | 8,000         | 0             | 0             |
|                                | 500                       | 500           | 500           | 500           | 500                       | 500           | 500           | 500           | 500                                     | 500           | 500           | 500           | 500                   | 500           | 500           | 500           |
|                                | 1,500                     | 0             | 1,500         | 0             | 1,500                     | 0             | 1,500         | 0             | 1,500                                   | 0             | 1,500         | 0             | 1,500                 | 0             | 1,500         | 0             |
| <b>DEPOSITS &amp; ADVANCES</b> | 10,000                    | 0             | 0             | 0             | 10,000                    | 0             | 0             | 0             | 10,000                                  | 0             | 0             | 0             | 10,000                | 0             | 0             | 0             |
|                                | <b>36,700</b>             | <b>26,300</b> | <b>19,300</b> | <b>17,800</b> | <b>36,200</b>             | <b>24,300</b> | <b>18,300</b> | <b>16,300</b> | <b>34,200</b>                           | <b>23,650</b> | <b>15,800</b> | <b>16,300</b> | <b>34,200</b>         | <b>22,300</b> | <b>16,800</b> | <b>16,300</b> |

**Hostel and Dining Hall Charges**

|               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>OTHERS</b> | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        |
|               | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        |
|               | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> |

- \*Notes:**
1. The Institute reserves the right to revise the Fee Structure of programmes if necessary.
  2. Practicum / Study Tour / Rural Fieldwork / Urban Fieldwork/ Winter Institute charges are not part of the fee structure and the expenses will have to be met by the students.

### Fee Structure for Master's Degree Programmes (2019–2021)\*

| Components                     | Human resources Management & Labour Relations |               |               |               | Social Entrepreneurship/Globalisation and Labour |               |               |               | Organisation Development, Change and Leadership |                 |                 |                 |
|--------------------------------|---|---------------|---------------|---------------|--|---------------|---------------|---------------|---|-----------------|-----------------|-----------------|
|                                | Semester                                      |               |               |               | Semester   |               |               |               | Semester  |                 |                 |                 |
|                                | I   | II            | III           | IV            | I  | II            | III           | IV            | I   | II              | III             | IV              |
| <b>FEE</b>                     | 12,000  | 12,000        | 12,000        | 12,000        | 12,000   | 12,000        | 12,000        | 12,000        | 12,000  | 12,000          | 12,000          | 12,000          |
| Examination                    | 800   | 800           | 800           | 800           | 800  | 800           | 800           | 800           | 800   | 800             | 800             | 800             |
| Medical Examination            | 100   | 0             | 0             | 0             | 100  | 0             | 0             | 0             | 100   | 0               | 0               | 0               |
| Fieldwork                      | 4,000   | 4,000         | 4,000         | 4,000         | 4,000  | 4,000         | 4,000         | 4,000         | 4,000   | 4,000           | 4,000           | 4,000           |
| Computer                       | 1,000   | 1,000         | 1,000         | 1,000         | 1,000  | 1,000         | 1,000         | 1,000         | 1,000   | 1,000           | 1,000           | 1,000           |
| Convocation                    | 0   | 0             | 0             | 2,000         | 0  | 0             | 0             | 2,000         | 0   | 0               | 0               | 2,000           |
| ID Card                        | 300   | 0             | 0             | 0             | 300  | 0             | 0             | 0             | 300   | 0               | 0               | 0               |
| Students' Competency           | 10,000  | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 0   | 0               | 0               | 0               |
| Internship / Documentation     | 0   | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 0   | 0               | 0               | 0               |
| Lab / Studio                   | 0   | 0             | 0             | 0             | 0  | 0             | 0             | 0             | 0   | 0               | 0               | 0               |
| Development Fund               | 8,000   | 8,000         | 0             | 0             | 8,000  | 8,000         | 0             | 0             | 1,69,800  | 1,81,700        | 1,80,200        | 1,79,700        |
| Students' Union Fund           | 500   | 500           | 500           | 500           | 500  | 500           | 500           | 500           | 500   | 500             | 500             | 500             |
| Medical Insurance Fund         | 1,500   | 0             | 1,500         | 0             | 1,500  | 0             | 1,500         | 0             | 1,500   | 0               | 1,500           | 0               |
| <b>ADVANCES &amp; DEPOSITS</b> | 10,000  | 0             | 0             | 0             | 10,000   | 0             | 0             | 0             | 10,000  | 0               | 0               | 0               |
| <b>TOTAL COURSE FEE</b>        | <b>48,200</b>                                 | <b>26,300</b> | <b>19,800</b> | <b>20,300</b> | <b>38,200</b>                                    | <b>26,300</b> | <b>19,800</b> | <b>20,300</b> | <b>2,00,000</b>                                 | <b>2,00,000</b> | <b>2,00,000</b> | <b>2,00,000</b> |

### Hostel and Dining Hall Charges

|                                      |               |               |               |               |               |               |               |               |               |               |               |               |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>OTHERS</b>                        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        |
| Dining Hall (Advance) Charges        |               |               |               |               |               |               |               |               |               |               |               |               |
| Hostel & Electricity Charges         | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        |
| <b>Total Fees for Non-Hostellers</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> |

\*Notes: 1. The Institute reserves the right to revise the Fee Structure of programmes if necessary.

2. Practicum / Study Tour / Rural Fieldwork / Urban Fieldwork / Winter Institute charges are not part of the fee structure and the expenses will have to be met by the students.

**Fee Structure for Master's Degree Programmes (2019–2021)\***

| Components              | LLM in Access to Justice |               | Applied Psychology (Clinical & Counselling Practice, Mumbai) |               |               |               | Education     |               |               |               |               |
|-------------------------|--------------------------|---------------|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                         | Semester                 |               | Semester   |               |               |               | Semester      |               |               |               |               |
|                         | I                        | II            | I  | II            | III           | IV            | I             | II            | III           | IV            |               |
| <b>FEES</b>             | 12,000                   | 12,000        | 12,000   | 12,000        | 12,000        | 12,000        | 12,000        | 12,000        | 12,000        | 12,000        | 12,000        |
|                         | 800                      | 800           | 800  | 800           | 800           | 800           | 800           | 800           | 800           | 800           | 800           |
|                         | 100                      | 0             | 100  | 0             | 0             | 0             | 100           | 0             | 0             | 0             | 0             |
|                         | 5,000                    | 5,000         | 4,000  | 4,500         | 4,500         | 4,500         | 6,000         | 6,000         | 6,000         | 6,000         | 6,000         |
|                         | 1,000                    | 1,000         | 1,000  | 1,000         | 1,000         | 1,000         | 1,000         | 1,000         | 1,000         | 1,000         | 1,000         |
|                         | 0                        | 2,000         | 0  | 0             | 0             | 2,000         | 0             | 0             | 0             | 0             | 2,000         |
|                         | 300                      | 0             | 300  | 0             | 0             | 0             | 300           | 0             | 0             | 0             | 0             |
|                         | 0                        | 0             | 0  | 0             | 0             | 0             | 5,000         | 5,000         | 5,000         | 5,000         | 5,000         |
|                         | 0                        | 0             | 0  | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
|                         | 0                        | 0             | 2,500  | 2,500         | 2,500         | 2,500         | 4,000         | 4,000         | 4,000         | 4,000         | 4,000         |
|                         | 8,000                    | 8,000         | 8,000  | 8,000         | 0             | 0             | 10,000        | 10,000        | 10,000        | 10,000        | 10,000        |
|                         | 500                      | 500           | 500  | 500           | 500           | 500           | 500           | 500           | 500           | 500           | 500           |
|                         | 1,500                    | 0             | 1,500  | 0             | 1,500         | 0             | 1,500         | 0             | 1,500         | 0             | 0             |
|                         | 10,000                   | 0             | 10,000   | 0             | 0             | 0             | 10,000        | 0             | 0             | 0             | 0             |
| <b>TOTAL COURSE FEE</b> | <b>39,200</b>            | <b>29,300</b> | <b>40,700</b>  | <b>29,300</b> | <b>22,800</b> | <b>23,300</b> | <b>51,200</b> | <b>39,300</b> | <b>40,800</b> | <b>41,300</b> | <b>41,300</b> |

**Hostel and Dining Hall Charges**

|                                      |               |               |               |               |               |               |               |               |               |               |               |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>OTHERS</b>                        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        | 16,000        |
|                                      | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        | 15,000        |
| <b>Total Fees for Non-Hostellers</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> | <b>31,000</b> |

To be paid to the service provider directly by the students who avail the facility.

\*Notes: 1. The Institute reserves the right to revise the Fee Structure of programmes if necessary.  
 2. Practicum / Study Tour / Rural Fieldwork / Urban Fieldwork/ Winter Institute charges are not part of the fee structure and the expenses will have to be met by the students.

#### **4.4 FEE EXEMPTION AND OTHER APPLICABLE CHARGES FOR SC AND ST STUDENTS ELIGIBLE FOR GOI-PMS**

**4.4.1** SC and ST students whose parents/guardians' annual income is less than 2.50 lakh during the financial year 2018–2019 and are eligible for Gol-PMS, on producing the valid income certificate issued by competent authorities like Revenue Officer, Tahsildar, Naib Tahsildar, Block Development Officer or the District Magistrate/Collector of the respective state government, are exempted from payment of tuition and other course fees.

#### **4.4.2 Applicable Fees and Charges for SC and ST Students who are Eligible for Gol-PMS are as follows:**

- (i) Base fee of Rs. 4,500/- which includes: (a) Annual Insurance Fund of Rs. 1,500/- towards group medical insurance, (b) Students' Union fund Rs. 500/-, and (c) Caution Deposit of Rs. 2,500/-.
- (ii) Hostel Charges of Rs. 15,000/- per semester needs to be paid in two equal installments of Rs. 7,500/- each. For the first semester, the first installment is to be paid at the time of admission and the second installment in the month of August 2019. For the second semester, the first installment is to be paid at the time of semester registration in November 2019 and second installment in the month of February 2020.
- (iii) Dining Hall charges on actual basis. Dining Hall advance of Rs. 16,000/- per semester needs to be paid in two equal installments of Rs. 8,000/- each. For the first semester, the first installment is to be paid at the time of admission and the second installment in the month of August 2019. For the second semester, the first installment is to be paid at the time of semester registration in November 2019 and second installment in the month of February 2020. Dining Hall membership is compulsory for all hostel residents (excluding RCF off-campus hostel).

The exemption given to the students is subject to fulfillment of the criteria for the award of the Gol-PMS and submission of Gol-PMS form, within the stipulated period, as decided by the Institute. In cases where the student fails to complete the Gol-PMS application OR if the application of the student is rejected by their respective State Governments, he/she is liable to pay all the exempted fees. For the subsequent semesters, the student is required to pay all the fees applicable to general category students.

**Note:** SC and ST students in employment, and whose pay is protected during the period of their study, as well as those SC and ST students and who have already availed of the Gol-PMS for a professional course will not be eligible for the Gol-PMS. Therefore, they are required to pay all the fees, deposits and other charges applicable to general category students.

#### **4.5 FINANCIAL SUPPORT FOR OBC (NC) STUDENTS ELIGIBLE FOR GOI-PMS**

**4.5.1** Students belonging to OBC (NC) category and eligible for Gol-PMS can avail of upfront student aid of Rs. 12000/- towards tuition fee at the time of admission. Those desirous of availing this facility are required to choose the option for upfront student aid in the fee payment portal of the TISS Student Management Systems. They also need to pay only Rs. 2,500/- as Caution Fee Deposit instead of Rs. 10,000/- to be paid by General Category students.

#### **4.5.2 Applicable Fees and Upfront Student Aid for OBC(NC) Students Eligible for Gol-PMS**

OBC (NC) students whose parents/guardians' annual income is less than Rs. 1 lakh (one lakh) during the Financial Year 2018–19, on producing a valid OBC (NC) Certificate in the prescribed format and Income Certificate issued by competent authorities like Revenue Officer, Tahsildar, Nayab Tahsildar, Block Development Officer or the District Magistrate/Collector of the respective state government, are required to pay the fees as below:

- (i) Course fees (refer to Fee Chart for General Students) for the programme to which they are admitted. Those who avail the upfront student aid will be paying Rs. 12,000 less as mentioned above.
- (ii) Hostel Charges of Rs. 15,000/- to be paid in two equal installments of Rs. 7,500 each — first being at the time of admission, and the other installment in the month of August 2019 for the semester.



(iii) Dining Hall charges on actual basis. The first advance instalment of Rs. 8,000/- needs to be paid at the time of admission.

#### **4.6 REFUND OF FEES**

**4.6.1** No refund will be made in case of duplication of application forms.

**4.6.2** No refund will be made once the application form has been submitted, and even if the candidate does not appear for the Entrance Test or is selected for a programme of study at TISS.

**4.6.3** If a student chooses to withdraw from the programme of study in which he/she is enrolled in, the Institute will follow the following five-tier system for the refund of fees:

| <b>Sr. No</b> | <b>Percentage of Refund of Aggregate Fees*</b> | <b>Time of notice of withdrawal of admission</b>                                       |
|---------------|--|--|
| 1             | 100%   | 15 days or more before the formally-notified last date of admission                    |
| 2             | 90%  | Less than 15 days before the formally-notified last date of admission                  |
| 3             | 80%  | 15 days or less after the formally notified last date of admission                     |
| 4             | 50%  | 30 days or less, but more than 15 days, after formally-notifies last date of admission |
| 5             | 0%   | More than 30 days after formally notified last date admission                          |

\*Inclusive of course fees and non-tuition fees, but exclusive of caution money and security deposit)

In case of (1) in the table above, the Institute will deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

(2) Fees shall be refunded by all HEIs to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.

**4.6.4** Receipt for deposits should be carefully preserved and returned at the time of leaving the Institute for refund.

**4.6.5** Hostel and Dining Hall deposits will not be adjusted towards any due, but will be refunded on vacating the hostel.

## 5.

## Master's Degree Programmes: Foundation Course

Students admitted to post-graduate degree programmes in TISS Mumbai campus come from diverse disciplines, with under-graduate degrees in Arts, Science, Humanities, Social Sciences, Engineering & Technology, Medicine and allied disciplines, Agriculture, Law, etc. In order to enable students to acquire a shared and nuanced understanding of the nation and its people — their social, cultural, economic and political contexts — and to align them with the vision and mission of TISS, 4 Credit Foundation Course is offered. The Foundation Course is taught by faculty from various disciplines — Sociology, Social Work, Political Science, Economics, Anthropology, Law, Media Studies, Psychology, Health Systems, Development Studies, etc.

The Foundation Course is divided into two papers with each paper carrying 2 credits or 30 hours (2 hours per week) of teaching. The first paper is Ideas of India, which deals with the themes of Constitution and rights, caste, tribal identity, gender and sexuality, religion and social movements. The second paper, India's Development Challenges, covers a range of different contemporary issues, such as urban and rural development, inequality, poverty, unemployment, migration, health, education, mental health, media and environment. The course structure of the papers is presented below:

### Paper 1: FC 01 — Ideas of India (2 Credits)

| No. | Module Title                           | No. of Hours |
|-----|--|--------------|
| 1.  | Ideas of India: An Introduction        | 4            |
| 2.  | The Constitution, Rule of Law & Rights | 4            |
| 3.  | Understanding Caste                    | 6            |
| 4.  | Understanding Gender & Sexuality       | 6            |
| 5.  | Tribal Situation in India              | 4            |
| 6.  | Religion in India                      | 4            |
| 7.  | Social Movements                       | 2            |

### Paper 2: FC 02 — India's Development Challenges (2 credits)

| No. | Modules                            | No. of Hours |
|-----|------------------------------------|--------------|
| 1.  | Trajectory of India's Development  | 2            |
| 2.  | Contemporary Issues in Urban India | 4            |
| 3.  | Contemporary Issues in Rural India | 4            |
| 4.  | Inequality, Poverty & Unemployment | 4            |
| 5.  | Education                          | 2            |
| 6.  | Health                             | 2            |
| 7.  | Mental Health & Well-being         | 4            |
| 8.  | Population Dynamics and Migration  | 2            |
| 9.  | Environment & Change               | 2            |
| 10. | Contemporary Media Ecologies       | 4            |

### Accessing Moodle

Students can access relevant learning materials and other important guidelines issued by course teachers through the Moodle platform. Students have to enroll for each of the FC papers through the following keys:

FC 01: Idea of India — FC 1-Student

FC 02: India's Development Challenges — FC-Student

### Course Evaluation

Both papers will have two sets of assessments with a weightage of 50% each. The assessments will be in the form of TWO written assignments for each paper. For each assignment, questions will be asked from the respective modules that were taught in the class. In response to each of these questions, students are required to write the assignment as an essay of around 1500–2000 words. There will be internal choice of selecting the themes for the essay; and questions will be given a week in advance, providing adequate time for the students to prepare for the assignment. The tentative schedule of assessments are as follows:

| No. | Paper                                 | Modules    | Weightage | Date of Assessment |
|-----|---------------------------------------|------------|-----------|--------------------|
| 1.  | FC 01: Idea of India                  | 1,2,3      | 50%       | August 3, 2019     |
| 2.  | FC 02: India's Development Challenges | 1,2,3,4,5  | 50%       | August 10, 2019    |
| 3.  | FC 01: Idea of India                  | 4,5,6,7    | 50%       | October 4, 2019    |
| 4.  | FC 02: India's Development Challenges | 6,7,8,9,10 | 50%       | October 4, 2019    |

*Note:* Students can access details related to their classroom allocation from their respective School/Centre Secretariats.

## 6. Master's Degree Programmes: Choice Based Credit System

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### 6.1 INTRODUCTION

The Choice Based Credit System (CBCS) allows students to choose inter-disciplinary, intra-disciplinary, and skill-based courses (across disciplines) according to their learning needs, interests and aptitude. The CBCS not only offers opportunities and avenues to learn core subjects, but also provides additional avenues of learning through the choosing of elective courses at different levels namely Elective Foundation, Disciplinary Elective and Open Elective courses.

As per the UGC guidelines, the following programme structure is suggested for each of the Post Graduate Programme (Table 1).

**TABLE 1**  
**CBCS-based Curriculum Framework as envisaged by the UGC**

| S.No.     | Type of Course                | Remarks   |
|-----------|-------------------------------|---|
| <b>1.</b> | <b>Foundation Courses</b>     |   |
| 1A        | Compulsory Foundation Courses | Courses that are based upon the content that leads to knowledge enhancement, and are mandatory for all disciplines.   |
| 1B        | Elective Foundation Courses   | Value-based courses and are aimed at humanistic education.  |
| <b>2.</b> | <b>Core Courses</b>           | <b>Courses that are to be compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study.</b> |
| <b>3.</b> | <b>Electives</b>              |   |
| 3A        | Disciplinary Electives        | Elective course chosen from within the parent discipline or related discipline of study.  |
| 3B        | Open Electives                | Elective course chosen from any other discipline of study.  |
| <b>4.</b> | <b>Internships/Fieldwork</b>  | <b>As per the programme requirement</b>   |
| <b>5.</b> | <b>Research Dissertation</b>  | <b>As per the programme requirement</b>   |

### 6.2 CBCS-BASED PROGRAMME STRUCTURE AT TISS

In the context of the above-mentioned framework, the following implementation framework for the Master's Degree Programmes are being offered to the Batch 2019-2021 students at TISS (Table 2). A total of 8 credits across all the 5 taught components listed above should be elective courses. This includes foundation, disciplinary and open electives. Since all three kinds of electives should be part of the course structure, a minimum of 2 credits of elective foundation and open electives are mandatory for each programme. The broad course structure is shown in Table 2.

**TABLE 2**  
**CBCS-based Curriculum Framework for Post Graduate Programmes at TISS**

| <b>Taught Courses</b>          | <b>Minimum Credits</b> | <b>Semester</b> | <b>Remarks</b>  |
|--------------------------------|------------------------|-----------------|---|
| Compulsory Foundation Courses  | 4*                     | I               | This set of courses already exists for most of the postgraduate programmes.*  |
| Elective Foundation Courses    | 2                      | II              | Please see Table 3 for the list of Elective Foundation Courses  |
| Disciplinary Core Courses      | Programme Specific     | I, II, III, IV  | Programme Specific  |
| Disciplinary Electives Courses | 4                      | II, III & IV    | The Disciplinary Electives are Programme or School/Centre Specific Courses. These will be announced by the respective School/Centres before the commencement of the specific semester |
| Open Elective                  | 2                      | II              | Students are encouraged to take courses outside their Schools/Centres.  |
| Fieldwork                      | Programme Specific     |                 |   |
| Research/Dissertation          | Programme Specific     |                 |   |
| Internship                     | Programme Specific     |                 |   |

Note: \* For M.LISc. students, the minimum requirement is of 2 credits.

The list of Elective Foundations and Open Elective Courses, as approved by the Academic Council of TISS are given below.

### **6.2.1 Elective Foundation**

The Institute-level Elective Foundation courses is coordinated by the Elective Coordinating Committee. The list of Elective Foundation courses that are on offer for the batch of 2019–2021 are given in Table 3. The Elective Foundation courses will be offered in Semester II (from November 2019 to January 2020), and it is mandatory that each student completes the required 2 credits of Elective Foundation in this slot. Thus, each student has to take a minimum of ONE course from the list of Elective Foundation courses given in Table 3. Non-completion of the Elective Foundation will lead to supplementary status. A maximum cap of teacher: student ratio of 1: 60 per class will be maintained for each course. Students will be admitted to the course of their choice on a first-come first-serve basis.

**TABLE 3**  
**Elective Foundation Courses**

| <b>Course Code</b> | <b>Course Title*</b>                                     | <b>Credits</b> |
|--------------------|--|----------------|
| EFCB 01            | Everyday Ethics and Constitutional Values                | 2              |
| EFCB 02            | Doing Gender   | 2              |
| EFCB 03            | Participatory Training Methodology                       | 2              |
| EFCB 04            | Social Value Creation and Social Innovation              | 2              |
| EFCB 06            | Socio-Cultural Contexts of Counselling                   | 2              |
| EFCB 07            | Law, Institutions and Society                            | 2              |
| EFCB 08            | Ethics of Interventions in Disaster Management           | 2              |
| EFCB 09            | Secular Ethics   | 2              |
| EFCB 10            | Personal and Interpersonal Development of a Practitioner | 2              |

Note: \* The course titles are tentative and provisional and are subjective to further changes, if any.

### 6.2.2 Disciplinary Electives

The Disciplinary Electives are School/Centre Specific Courses. Before the commencement of the specific semester, the respective School/Centre, will announce the offering of these courses. Please check with the Programme Coordinator or your School/Centre Secretariat to know more about the Disciplinary Elective courses that are being offered by your School/Centre.

### 6.2.3 Open Electives

The Elective Coordinating Committee also coordinates the Open Elective courses, which will be on offer in Semester II (from November 2019 to January 2020). It is mandatory that each student completes the required 2 credits of Open Electives from any one of these two slots. Thus, each student has to take a minimum of ONE course from the list of Open Elective courses given in Table 4. Non-completion of the Open Elective will lead to supplementary status. A maximum cap of teacher: student ratio of 1: 60 per class will be maintained for each course. Students will be admitted to the course of their choice on a first-come first-serve basis.

**TABLE 4**  
**Open Elective Courses\***

| <b>School / Centre</b>                  | <b>Course Code</b> | <b>Course Title</b>  | <b>Credits</b> |
|---|--------------------|--|----------------|
| School of Management and Labour Studies | GLCB 01            | Green Economy and Labour                                       | 2              |
|   | SECB 01            | Introduction to Micro Finance                                  | 2              |
| School of Social Work                   | SWCB 03            | Crime, Culture and Media                                       | 2              |
|   | SWCB 06            | Human Growth and Behaviour                                     | 2              |
|   | SWCB 09            | Livelihood Promotion and Social Entrepreneurship Development   | 2              |
|   | SWCB 15            | Design for Inclusive Environment and Accessibility             | 2              |
| School of Development Studies           | DSCB 13            | Political Economy of Space, Development and Uneven Development | 2              |
|   | WSCB 28            | Dalit Feminism   | 2              |

| School / Centre                                     | Course Code | Course Title   | Credits |
|---|-------------|--|---------|
| Jamsetji Tata School for Disaster Studies           | MDMCB 18    | GIS for Social Sciences  | 2       |
| Centre for Lifelong Learning                        | CLLCB 02    | Psychosocial Health and Well-being of the Elderly  | 2       |
| School of Health Systems Studies                    | PHECB 09    | Global Public Health   | 2       |
|   | PHECB 07    | Public Health Across Lifespan  | 2       |
| School of Habitat Studies                           | UPGCB 14    | Perspectives on Urban Space  | 2       |
|   | CCSSCB 25   | Introduction to the Philosophy of Science  | 2       |
|   | WPGCB 30    | Perspectives on the Water Sector: An Overview  | 2       |
|   | RGCB13      | Introduction to Sectoral Regulation I (Water Sector Regulation and Food Safety Regulation) | 2       |
| School of Media and Cultural Studies                | MCCB 02     | Gender, Space and Culture  | 2       |
|   | MCCB 04     | Gender and Development Practice  | 2       |
| Centre for Library & Information Management Studies | MLISCB 01   | Digital Scholarship  | 2       |

Note: \* The courses are tentative and provisional and are subjective to further changes, if any.

#### Important Information:

- Please discuss with the faculty mentors in your School or Centre before finalising your choice of courses.
- It is mandatory that the students earn the necessary 8 credits for the CBCS Courses to pass their respective Masters' programme.
- An Elective Foundation / Open Elective course will be offered only if there are a minimum of 10 students.
- The enrolment for the Elective Foundation and Open Electives will commence in September 2019.
- In case a student who has enrolled in a particular Elective Foundation/Open Elective course feels that it is not meeting the his/her interest or expectations, he/she can drop out after the first class (first 2 hours) of an already enrolled Elective Foundation/Open Elective course. But the student has to enroll in another Elective Foundation/Open Elective course before the commencement of the next day's Elective Foundation / Open Elective Classes respectively.
- The duration of the Elective Foundation and Open Electives will be from November 2019 to January 2020.
- The Elective Foundation courses will be offered on Wednesdays and Thursdays every week from 4.30 PM – 6.30 PM in a semi-semester mode (4 hours per week).
- The Open Elective courses will be offered on Wednesdays and Thursdays every week from 2.20 PM – 4.20 PM in a semi-semester mode (4 hours per week).
- Evaluations for these courses will be held in the month of January 2020.

**For further information on the CBCS courses, please contact your School/Centre Secretariat.**

**SECTION 2**  
**School-Based**  
**Programmes of Study**



## SCHOOL OF SOCIAL WORK

### INTRODUCTION

The School of Social Work (SSW) promotes education in social work that is democratic, emancipatory, egalitarian, and develops a critical perspective in students. It offers dynamic and relevant programmes at the Doctoral, Master's and Certificate levels. It also identifies new areas for social work practice and evolves innovative strategies through practice-based research and field action projects. Other thrust areas of the School are research, networking and liaising with governmental and non-governmental organisations for capacity building, policy and programme development, and extension.

The SSW has 8 centres:

- Centre for Community Organisation and Development Practice
- Centre for Criminology and Justice
- Centre for Disability Studies and Action
- Centre for Equity and Justice for Children and Families
- Centre for Health and Mental Health
- Centre for Livelihoods and Social Innovation

- Centre for Social Justice and Governance
- Centre for Women-Centred Social Work

The School of Social Work offers 9 M.A. Social Work programmes emerging from the thematic areas of the 8 Centres. In the first year, students are introduced to the field of Social Work through core courses and fieldwork which is generic in nature. Fieldwork in the first year is organised in a way that each student is exposed to a broader thematic area, not necessarily one that the student has chosen to specialise in. Foundation Courses focus on key social issues. All these together help students develop a critical-analytical gaze and basic intervention skills of working with marginalised groups and institutional structures. Programme-specific, thematic inputs in the first year are designed to help students understand concepts, theories and practice in their chosen field of engagement. It is in the second year that thematic inputs are deepened through several more courses offered by each Centre, anchoring the specific M.A. programme.

The credits are common across all the 9 social work programmes offered by the SSW, as given below:

#### Distribution of Credit Hours

| Detail                            | Credits   |
|-----------------------------------|-----------|
| Foundation Course                 | 4         |
| Core Social Work Courses          | 18        |
| Thematic Courses                  | 18        |
| Elective Foundation Course (CBCS) | 2         |
| Open Elective Courses (CBCS)      | 2         |
| Disciplinary Electives (CBCS)     | 4         |
| Research Project                  | 6         |
| Field Work                        | 24        |
| <b>Total Credits</b>              | <b>78</b> |

### PROGRAMME DETAILS

#### M.A. Social Work with Children and Families

Social Work with children and families as a field has grown considerably in terms of its perspectives, scope and requirement of professional expertise. In recent years, the globalised world has been witnessing considerable civil society engagement on issues related to children and families. Discourses

and interventions are taking place on a wide range of issues from services on health and education to quality care and State support for children in need of care and protection. The neoliberal forces have led to an emphasis on the individual and have redrawn families, gender roles and childhood experiences.

Moreover, in recent times, the refugee crisis across the world has further added stress on the family, breaking them and especially placing the children, women, and elderly into a vulnerable situation. Besides, families are not only spaces for holding people together by providing nurturance and identity, they are also sites of conflict and violence, particularly for children and other vulnerable members. Thus, the intervention of government and civil society to support children and families becomes important to realise the rights of the children within the family.

The forces of globalisation superimposed over highly inequitable social and economic institutions is driving children of vulnerable families into child labour, sex work or other forms of exploitative relationships. Children and their families belonging to specific marginalised communities like dalits, adivasis, religious minorities, forced migrants, the poor, and those affected by disasters and conflicts are living on the edge, struggling to find ways to survive, protect and educate themselves. On the one hand, families of these children struggle against discrimination and dignity, and on the other hand, for survival — ensuring food, education and shelter for their children. Though challenging, social workers have found it extremely fulfilling and rewarding to work on these issues and promote the rights of children and families for survival, development, protection and participation.

The programme provides students with a critical understanding of the diversities of childhoods, of family as a context for individual development, as well as of policies, legislations and macro developmental processes impacting children and families. Students in this programme will have developed their capacities

to undertake rights-based work for ensuring inclusion of children of marginalised communities into the mainstream processes of development. Recognising and working with children as citizens and rights holders is the focus of this programme, while also understanding the social realities impacting families and the different members residing in a household unit. Students will learn to design social work interventions and provide services, as well as learn about advocacy and policy change. Thus, the students will have improved capabilities to translate theory into practice, and to reflectively work with children in addressing particular problem situations and vulnerabilities like children on the streets, in conflict with law, in conflict situations, child labour, children of sex workers, children in residential care, etc.

Social work professionals in this field are often involved in designing and coordinating suitable services to assist a child or family, whether it is in ensuring child rights and child protection, or in facilitating adoptions, or in finding foster homes for neglected, abandoned or abused children. The field not only provides ample scope to work with professional agencies in assisting children and families in dealing with stress or emotional problems, but also in directly working with children, youth and families affected by different vulnerabilities and/or children within the purview of the juvenile justice system. Graduates of the present programme have a lot of scope to find employment in government projects, educational, health care, and residential care institutions, and in many local and international NGOs, and across urban and rural areas. Students can also find suitable job prospects in research, consulting, teaching, and policy advocacy.

#### Semester-wise Listing of Courses

| Course Code        | Course Title  | Credits |
|--------------------|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC                 | Foundation Course   | 4       |
| SW 01              | History and Perspectives of Social Work                               | 2       |
| SW 02              | Social Work Practice with Individuals                                 | 2       |
| SW 03              | Social Work Practice with Groups                                      | 2       |
| SW 05              | Research Methods I  | 2       |
| CF 01              | Child and Childhood In India: Theories, Demographics and Perspectives | 2       |
| <b>SEMESTER II</b> |   |         |
| EF                 | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                 | Open Elective Course (CBCS)*  | 2       |
| SW 04              | Community Organisation  | 2       |

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER II</b>  |   |         |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| CF 02               | Family in India   | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| CF 03               | Child and Family Laws in India  | 2       |
| CF 04               | Policies and Programmes for Children                                  | 2       |
| CF 05               | Vulnerable and Marginalised Children: Issues and Perspectives         | 2       |
| CF 06               | Issues and Concerns of Children and Families in Rural India           | 2       |
| CF 07               | Working with Children: Skills and Interventions                       | 2       |
| CF 08               | Working with Families: Skills and Interventions                       | 2       |
| <b>SEMESTER IV</b>  |   |         |
| CF 09               | Action and Advocacy for Children and Families                         | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)                                   | 2       |

*Note:* The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## **M.A. Social Work in Community Organisation and Development Practice**

Communities are at critical crossroads across the Global South. In a technology and market-driven process of development, the expanse of the marginalised and deprived sections of communities has increased. Those who have been historically disadvantaged, dispossessed of land, lack appropriate skills, quality education and/or other resources, are not able to benefit from the fruits of this “progress” and “development”. A critical analysis of the dynamics between the processes of marginalities and collective deprivation, and the macro processes of development and its trajectories has become very significant for informed practice with communities. Today, development practitioners require multiple perspectives to analyse and engage with present day complex realities of life and livelihoods. This necessitates capacity enhancement and development of newer strategies to serve the interests of disadvantaged populations. Further, understanding local situations and working with communities to

address key concerns is as critical today as being able to see national and international connections of these very concerns in the globalising world.

The M.A. Social Work in Community Organisation and Development Practice (CODP) programme aims to blend a critical socio-political analysis of marginalities of communities with appropriate strategies and approaches in enabling the process of claiming their entitlements and rights. This programme envisages preparation of a cadre of development practitioners that could effectively respond to the contemporary concerns of marginalised communities and to promote people-centred development. The curriculum of CODP brings synergy across various components such as course work, field education and social research spread across four semesters. Graduates of M.A. Social Work in CODP find meaning in working in a range of rural and urban settings — government as well as non-governmental development organisations and

projects, people's organisations and movements, trade unions, and corporate social responsibility initiatives. Some may also engage in self-initiated work in areas

or on issues that require innovative approaches and strategies, as well as contribute to policy practice and advocacy.

### Semester-wise Listing of Courses

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course   | 4       |
| SW 01               | History and Perspectives of Social Work                               | 2       |
| SW 02               | Social Work Practice with Individuals                                 | 2       |
| SW 03               | Social Work Practice with Groups                                      | 2       |
| SW 05               | Research Methods I  | 2       |
| CODP 02             | Theoretical Perspectives for Community Practice                       | 2       |
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| CODP 01             | Rural Development and Governance                                      | 2       |
| CODP 04             | Sustainable Development and Gender                                    | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| CODP 06             | Socio Legal Dimensions in Development Practice                        | 2       |
| CODP 07             | Urbanisation, Governance and Informal Work                            | 2       |
| CODP 08             | Social Action, Advocacy and Movements                                 | 2       |
| CODP 09             | Disasters and Development   | 2       |
| CODP 10             | Programme Planning and Management                                     | 2       |
| LSE 05              | Business Plan Development for Social Sector                           | 2       |
| <b>SEMESTER IV</b>  |   |         |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)                                   | 2       |

Note: The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

### M.A. Social Work in Criminology and Justice

Social Work in the thematic field of Criminology and Justice provides immense opportunity to examine and work with social actors and institutions dealing with crime, law and justice from a rights-based perspective.

Students opting for this programme will be exposed to the dynamics and complexities of deviance and crime from diverse world-views, and will develop capacities to critically reflect on the criminal justice system across

the country. The broad concerns of the programme correspond to four inter-related areas. First, it provides a strong theoretical underpinning on human rights and the criminal / juvenile justice system. Second, it encourages a critical examination of crime around issues such as gender-based violence; and atrocities against Dalits, de-notified tribes and socially stigmatised communities. It also dwells upon areas related to juvenile justice and crime among youth; trafficking of drugs and human beings. Third, it lays the foundation for a critical understanding of criminal /juvenile justice systems and agencies, and current issues such as policing, prison management, custodial justice, human rights violations, role of the State, correctional agencies and alternative justice systems. Fourth, it offers frameworks to engage towards social reintegration and inclusion of persons affected by crime, violence, stigma, and aggravated forms of vulnerabilities.

Today, the Indian justice system is characterised by innumerable arrests, overcrowded jails, punitive system with little to no corrections / rehabilitation and courts with lakhs of pending cases. Despite these realities there is a significant traditional indifference towards criminal justice. It is the poor, the unemployed, the visible minorities, the powerless, and those ostracised for their sexual orientation that are most frequently criminalised by the system. Understanding that the law and its application are frequently biased, the marginalised may behave in ways that bring them into direct conflict with the law. The presence of social work in the administration of justice has, thus, become a valuable component of practice for the profession itself, as well as an important influence on justice agencies.

In this context, social workers need to play a key role in engaging with State actors and victim groups in ensuring justice and accessing rehabilitative structures. They need to interface with a diversity

of issues in practice situations. Their engagement with the justice system will impact the situation of offenders, victims, disputants, persons released from custodial institutions, vulnerable groups rescued from exploitative situations and those who are prone to criminalisation or victimisation. They can be involved in a range of interventions such as counselling, liaison with family/community structures and the administration, providing outreach services, pre-litigation work, conflict resolution, and community-based rehabilitation work. The field is full of involuntary clients and groups who are in custody often against their will, e.g. prisoners, children and women in protective care, victims of abuse, and homeless people arrested under beggary and vagrancy laws. These are almost always the most stigmatised and socially excluded populations.

Working with such groups requires specialised knowledge, attitudes and skills specific to justice settings, in terms of international laws and conventions, constitutional and legal provisions, powers and accountability of the system, and correctional laws and policies. It needs specialised skills to work with resistant and status-quoist systems; to engage with overloaded and demoralised justice functionaries and to work with affected groups who are traumatised and disadvantaged due to their experiences with society and the State. Job prospects in this field include engagement and positions with agencies collaborating with law enforcement agencies, correctional institutions and within civil society organisations working in the area of human rights, juvenile justice and child rights, legal aid, anti-trafficking and rehabilitation of victims of commercial sexual exploitation, prison reforms and rehabilitation of prisoners and their families, victim services and victim advocacy. With experience, professionals in this field may also qualify for professional positions in, teaching, and policy research.

#### Semester-wise Listing of Courses

| Course Code       | Course Title                            | Credits |
|-------------------|---|---------|
| <b>SEMESTER I</b> |   |         |
| FC                | Foundation Courses                      | 4       |
| SW 01             | History and Perspectives of Social Work | 2       |
| SW 02             | Social Work Practice with Individuals   | 2       |
| SW 03             | Social Work Practice with Groups        | 2       |
| SW 05             | Research Methods I                      | 2       |
| CJ 01             | Criminology: Trends and Perspectives    | 2       |

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| CJ 02               | Child Rights and Juvenile Justice                                     | 2       |
| CJ 03               | Rural Crime and Justice   | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| CJ 07               | Victimology and Crime Prevention                                      | 2       |
| CJ 04               | Criminal Law and Practice   | 2       |
| CJ 05               | Correctional Perspectives, Policies and Practice                      | 2       |
| CJ 06               | Issues and Challenges in Criminal Justice Social Work                 | 2       |
| CJ 09               | Social Action and Advocacy  | 2       |
| <b>SEMESTER IV</b>  |   |         |
| CJ 11               | Human Rights and Access to Justice                                    | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |

Note: The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## **M.A. Social Work in Dalit and Tribal Studies and Action**

Dalit and Tribal Studies and Action is an intensive and theoretically engaging field with the academic programme premised within a Dalit and Tribal episteme. It is located within anti-oppressive social work and articulates a bottom up, perspective from within and perspective from below under the framework of Dalit and Tribal Studies and Action. The programme follows a meta-discipline approach to knowledge acquisition and brings within its theoretical ambit subjects such as Ontology, Epistemology, Ethics and Aesthetics, Social and Political Philosophy, and Dalit and Tribal Knowledge Systems. Students are exposed to the latest theoretical debates from a meta-discipline approach pertaining to Tribes, Caste, the Indian State and global geopolitics.

The programme uses critical and contextual pedagogy led by faculty who are renowned for

their ability to facilitate the process. Academically oriented students interested in the ideas of Dr. B.R. Ambedkar and dedicated to the empowerment of Dalits and Tribes would greatly benefit from the programme. Those who have a degree in History, Human Geography, Anthropology, Sociology, Cultural Studies, Peace and Conflict Studies, Political Science and any Humanities subject would find the programme both challenging and fulfilling. Students of Bachelor's in Social Work with interest in Ambedkar Social Work would be greatly enriched by the theoretical insights and depth that the programme offers. Activists with any academic background having few years of experience with people's movements would find the programme extremely insightful and engaging. The programme is the first of its kind in the world, providing students with wide theoretical exposure to international politico-

historical and political economic discourses situated within the framework of Ambedkar Social Work. Graduates of this programme have job opportunities

in a range of governmental and non-governmental organisations, civil society movements, and social enterprises.

### Semester-wise Listing of Courses

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course   | 4       |
| SW 01               | History and Perspectives of Social Work                               | 2       |
| SW 02               | Social Work Practice with Individuals                                 | 2       |
| SW 03               | Social Work Practice with Groups                                      | 2       |
| SW 05               | Research Methods I  | 2       |
| DTSA 4              | Dalit and Tribal Social Work: Perspectives and Concepts               | 2       |
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| DTSA 2              | Political Theory for Critical Social Work                             | 2       |
| DTSA 9              | Advanced Dalit and Tribal Social Work Practice Skills                 | 2       |
| DTSA 12             | Project Planning and Management                                       | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| DTSA 7              | Tribes, State and Governance  | 2       |
| DTSA 3              | Term Paper on Dalit and Tribal Studies                                | 2       |
| DTSA 5              | Political Economy, Development and Dalits                             | 2       |
| DTSA 10             | Law, Justice and Democratic Rights                                    | 2       |
| <b>SEMESTER IV</b>  |   |         |
|                     | Choose any one between DTSA 11 and DTSA 13.2                          |         |
| DTSA 11             | Tribal and Dalit Movements: Theory and Practice                       | 2       |
| DTSA 13.2           | Social Entrepreneurship among Dalits and Tribes                       | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE1                 | Disciplinary Elective Courses (CBCS)                                  | 2       |
| DE2                 | Disciplinary Elective Courses (CBCS)                                  | 2       |

*Note:* The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## M.A. Social Work in Disability Studies and Action

The focus among professionals in the field of disability rehabilitation today is on the rights of persons with disability, equalisation of opportunities and their integration into mainstream society. It has been formally recognised that people with disabilities are people who have the same economic, emotional, physical, intellectual, spiritual, social and political needs that other people have. Though we have come a long way, we still have far to go in ensuring an inclusive, barrier-free and rights-based society for persons with disabilities. In India, persons with disability are still oppressed and marginalised, and denied the opportunity to lead a reasonable quality of life because of society's persistent stereotypical and prejudiced perception of them as inferior, incapable and inadequate; a drain on family resources; and costly for society to maintain.

The M.A. Social Work in Disability Studies and Action enables students to understand and conceptualise disability as socially constructed and find explanations for disablement within the context of a person's life, rather than within the individuals themselves. Rehabilitation conducted within a comprehensive

social framework is not only about the removal of barriers at the individual level, it is also about the removal of physical and attitudinal barriers in society at large. It includes not only engaging with persons with disability, but also engaging with the community and other systems of society for creating more enabling and inclusive environments so that their complete integration into mainstream society is possible.

The M.A. Social Work in Disability Studies and Action is being offered to create a cadre of professional social workers, with competency in empowering people with disability and all other stakeholders with regard to this issue.

The programme provides immense wide-ranging career opportunities for students with diverse interests. Students can choose to work in government sectors, National government programmes, and flagship schemes like NREGA, NRHM, and ICDS. This programme also equips students to work in different capacities in diverse settings including government institutions, non-government organisations, hospitals and research-based organisations.

### Semester-wise Listing of Courses

| Course Code        | Course Title  | Credits |
|--------------------|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC                 | Foundation Course   | 4       |
| SW 01              | History and Perspectives of Social Work   | 2       |
| SW 02              | Social Work Practice with Individuals   | 2       |
| SW 03              | Social Work Practice with Groups  | 2       |
| SW 05              | Research Methods I  | 2       |
| DSA 01             | Theoretical Perspectives and their Application to Disability Rehabilitation Social Work | 2       |
| <b>SEMESTER II</b> |   |         |
| EF                 | Elective Foundation Course (CBCS)*  | 2       |
| OE                 | Open Elective Course (CBCS)*  | 2       |
| SW 04              | Community Organisation  | 2       |
| SW 06              | Social Welfare Administration   | 2       |
| SW 07              | Critical Perspectives on Social Work: Introduction to Social Theories                   | 2       |
| SW 08              | Research Methods II   | 2       |
| DSA 02             | Persons with Disability and their Rehabilitation Contexts                               | 4       |
| FW 01              | Fieldwork   | 12      |



| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| DSA 03              | Human Rights, Social Policies and Law                               | 2       |
| DSA 04              | Counselling in Disability Context: Individuals, Groups and Families | 4       |
| DSA 05              | The Gender Dimensions of Disability                                 | 2       |
| DSA 08              | Community Interventions in the Rural Context                        | 2       |
| <b>SEMESTER IV</b>  |   |         |
| DSA 07              | Building Disability Awareness for Action                            | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                 | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)                                 | 2       |

*Note:* The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

### **M.A. Social Work in Livelihoods and Social Entrepreneurship**

The poor and marginalised groups and communities face several struggles while interfacing with diverse actors for scarce and competitive resources. Further, with the advent of globalisation and more powerful market forces acting on them, they are at risk of being pushed further to the margins. Mainstream development approaches aimed at enhancing livelihoods or eradicating poverty often fails to recognise the daily struggles of poor people or the structural determinants of their deprivation. There is, thus, a tremendous need to work through social and political structures in developing alternative livelihood approaches.

The M.A Social Work in Livelihoods and Social Entrepreneurship programme aims at strengthening theoretical understanding of the complexities and dynamics of poor people's life worlds and livelihoods, and to innovate practices and institutions in enabling the poor and marginalised sections of the population to access improved livelihood opportunities and resources. Apart from critically examining present-day livelihood approaches, the programme strives towards innovating and incubating alternative models

of livelihood promotion, ensuring resource access and resource justice for the poor and marginalised, social equity, empowerment and social value creation. A key strategy for the same is to equip students to work with vulnerable groups and marginalised communities to develop and strengthen their livelihoods through meaningful social enterprises, collectives, etc. The vision and mission of the Centre for Livelihoods and Social Innovation which offers this M.A programme is grounded in the understanding that livelihood promotion, social innovation and social entrepreneurship development takes place in the institutional context of co-production. This implies that social workers not only interface with volunteers, individuals and community groups, but also with policy makers, civil servants and corporates.

The programme aims to impart adequate knowledge, develop competent skills and provide students an exposure to appropriate attitudinal perspectives so as to prepare them to occupy positions in government programmes like the National Rural Livelihood Missions, NGOs, social enterprises, co-operatives, funding agencies, etc.

#### **Semester-wise Listing of Courses**

| Course Code       | Course Title                            | Credits |
|-------------------|---|---------|
| <b>SEMESTER I</b> |   |         |
| FC1               | Foundation Course                       | 4       |
| SW 01             | History and Perspectives of Social Work | 2       |

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| SW 02               | Social Work Practice with Individuals   | 2       |
| SW 03               | Social Work Practice with Groups  | 2       |
| SW 05               | Research Methods I  | 2       |
| LSE 01              | Introduction to Human Economy   | 2       |
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*  | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories   | 2       |
| SW 08               | Research Methods II   | 2       |
| LSE 02              | Development, Marginalities and Sustainable Livelihoods  | 2       |
| LSE 03              | Livelihood Uncertainties, Vulnerability and Adaptation  | 2       |
| FW 01               | Field Work  | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy, Planning and Programmes  | 2       |
| LSE 05              | Business Plan Development for Social Sector   | 2       |
| LSE 06              | Livelihood Innovation Lab – I   | 2       |
| LSE0 11             | Project Planning Tools for Livelihoods Promotion  | 2       |
| LSE 08              | Participatory Livelihoods Assessment and Planning (PLAP): Methodologies and Tools for People Centred Innovation | 2       |
| <b>SEMESTER IV</b>  |   |         |
| LSE 09              | Livelihood Impact Assessment and Evaluation   | 2       |
| LSE 10              | Inclusive Design Thinking Lab (IDTL): Innovations for Social Change   | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Field Work  | 12      |
| DE 1                | Disciplinary Elective Course (CBCS)   | 2       |
| DE2                 | Disciplinary Elective Course (CBCS)   | 2       |

Note: The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## M.A. Social Work in Mental Health

Mental health problems are amongst the most important contributors to the global burden of disease and disability. The “Global Burden of Disease” due to mental health concerns is greater than that expected by tuberculosis, cancer or heart disease. Mental and behavioural disorders affect more than 25% of people at any given point of time. This means 450 million people worldwide are affected by mental, neurological or behavioural problems at any given point of time. In India, about

20 to 30 million people appear to be in need of mental health care. The gap between mental health needs and availability of services including trained professionals is enormous and the M.A. Social Work in Mental Health seeks to address this by creating a cadre of professionals grounded in social work perspectives with thorough understanding of mental health issues and skills.

With rapid social change and urbanisation, there are several vulnerable groups whose mental health

concerns need urgent attention. Some examples include urban poor living on the streets and slums, women and children exposed to domestic violence, populations displaced by mega development projects as well as natural and man-made disasters, single women, sexual minorities, people living with HIV/AIDS, and so on. In order to be able to comprehend the mental health concerns of these groups, it is vital to move beyond our thinking in the mental health sector and conceptualise training programmes as well as service models that integrate the biological, psychological and

interpersonal with the social and the cultural. Thus, a programme that combines ideas of social justice and empowerment along with the knowledge and skills to understand individual and interpersonal distress and problems, is a need of the hour. This post-graduate programme with a foundation in social work and an incremental training in perspectives and skills in mental health, aims to fill this gap.

This M.A. Social Work programme in Mental Health is offered from two locations: TISS Mumbai, and TISS-BALM Chennai.

### Semester-wise Listing of Courses

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course   | 4       |
| SW 01               | History and Perspectives of Social Work                               | 2       |
| SW 02               | Social Work Practice with Individuals                                 | 2       |
| SW 03               | Social Work Practice with Groups                                      | 2       |
| SW 05               | Research Methods I  | 2       |
| HMH 01              | Introduction to Health and Mental Health                              | 2       |
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| MH 02               | Seminar in Clinical Social Work                                       | 2       |
| MH 03               | Community Mental Health   | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW 09               | Social Policy and Planning  | 2       |
| HMH 03              | Health and Development  | 2       |
| HMH 05              | Introduction to Epidemiology  | 2       |
| MH 01               | Mental Health, Marginalisation and Human Rights                       | 2       |
| MH 04               | Mental Health Policy, Programmes and Legislations                     | 2       |
| MH 06               | Counselling and Therapeutic Interventions                             | 2       |
| <b>SEMESTER IV</b>  |   |         |
| MH 06               | Counselling and Therapeutic Interventions                             | 2       |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)                                   | 2       |

Note: The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## M.A. Social Work in Public Health

The M.A. Social Work in Public Health aims to address the multifaceted dimensions of health in a changing socio-economic context. It looks to develop skills in social work professionals to analyse health issues in micro, meso, and macro contexts, as well as to work towards protecting health as a human right. This programme is a response to redress the limited institutional capacity in India for strengthening training, research and policy development in the area of health social work. In this scenario, health social workers are uniquely positioned to make interventions both at the individual and community levels. At an individual level, the objective of health social workers is to offer them psycho-social support as well as their families in dealing with communicable and non-communicable diseases through counselling patients and advising family caregivers. At the community level, given their professional skill set, social workers are best placed to design, implement and manage those aspects of community health which require on the one hand, involvement of the community and groups, and

on the other, engagement with the health system, particularly in its interface with people/users.

Social workers with a specialised knowledge of community health are also well placed to design, implement and manage larger and more complex interventions, which form a significant component of social change, as this community-based health advocacy needs to be evidence-based, context-specific and resource-sensitive. This programme will prepare health professionals to work with socially, culturally and economically diverse populations by being attentive to the needs of vulnerable and disadvantaged groups. It will work towards imparting qualities of leadership among health social work professionals, and effectively use communication skills for health advocacy. This programme equips students to work in different capacities in diverse settings: government institutions, non-government organisations, hospitals and research-based organisations, as well as in sectors like HIV/AIDS, disaster, courts and counselling centres.

### Semester-wise Listing of Courses

| Course Code        | Course Title  | Credits |
|--------------------|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC                 | Foundation Course   | 4       |
| SW 01              | History and Perspectives of Social Work                               | 2       |
| SW 02              | Social Work Practice with Individuals                                 | 2       |
| SW 03              | Social Work Practice with Groups                                      | 2       |
| SW 05              | Research Methods I  | 2       |
| HMH 01             | Introduction to Health and Mental Health                              | 2       |
| <b>SEMESTER II</b> |   |         |
| EF                 | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                 | Open Elective Course (CBCS)*  | 2       |
| SW 04              | Community Organisation  | 2       |
| SW 06              | Social Welfare Administration   | 2       |
| SW 07              | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08              | Research Methods II   | 2       |
| PH 01              | Community Health: Processes and Practice                              | 2       |
| FW 01              | Fieldwork   | 12      |

| Course Code         | Course Title                               | Credits |
|---------------------|--|---------|
| <b>SEMESTER III</b> |  |         |
| SW 09               | Social Policy and Planning                 | 2       |
| HMH 03              | Health and Development                     | 2       |
| HMH 05              | Introduction to Epidemiology               | 2       |
| PH 02               | Health Policy, Programmes and Legislations | 2       |
| PH 03               | Health Communication                       | 2       |
| PH 06               | Social Action, Networking and Advocacy     | 2       |
| PH 08               | Health Management and Planning             | 2       |
| <b>SEMESTER IV</b>  |  |         |
| PH 04               | Comparative Studies of Health System       | 2       |
| RP                  | Research Project                           | 6       |
| FW 02               | Fieldwork                                  | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)        | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)        | 2       |

*Note:* The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

### **M.A. Social Work in Women-Centred Practice**

Women as a category of analysis has increasingly been studied to evolve an understanding of their condition, position and status and their relationship with men, resources and power in society. With the evolution of gender studies and a critical understanding of women's position, a large body of knowledge is now increasingly available to understand the issues, as well as for developing effective interventions at different levels. Women continue to remain marginalised and have to be studied and addressed as a separate vulnerable group. Within social work epistemology and praxis, there is thus an imperative to include the realities of women—in particular women-centred social work. This would mean an understanding of feminist theorisations, praxis models, praxis trajectories in the global and indigenous contexts, and developing appropriate skills for intervention at multiple levels.

The M.A. Social Work in Women-Centred Practice endeavours to engage learners to critically understand and examine women's position in society from diverse feminist theoretical frameworks, so as to develop judicious skills of intervention, and to develop women's agency and citizenship. The programme aims to prepare and equip its graduates to directly work with people — women in particular — in their communities, movements and campaigns; in organisations initiated by civil society and the state; with issues and concerns of oppressive social structures, at the local, national and international levels; within systems and institutions of governance and the state. The programme envisages its graduates performing multiple roles of social worker, activist, designing and implementing programmes, coordinator, researcher and educator.

#### **Semester-wise Listing of Courses**

| Course Code       | Course Title  | Credits |
|-------------------|---|---------|
| <b>SEMESTER I</b> |   |         |
| FC                | Foundation Course   | 4       |
| SW 01             | History and Perspectives of Social Work                       | 2       |
| SW 02             | Social Work Practice with Individuals                         | 2       |
| SW 03             | Social Work Practice with Groups                              | 2       |
| SW 05             | Research Methods I  | 2       |
| WCP 1.1           | Women History & Society: Feminist Theories & Perspectives - I | 2       |

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER II</b>  |   |         |
| EF                  | Elective Foundation Course (CBCS)*                                    | 2       |
| OE                  | Open Elective Course (CBCS)*  | 2       |
| SW 04               | Community Organisation  | 2       |
| SW 06               | Social Welfare Administration   | 2       |
| SW 07               | Critical Perspectives on Social Work: Introduction to Social Theories | 2       |
| SW 08               | Research Methods II   | 2       |
| WCP 1.2             | Women History & Society: Feminist Theories & Perspectives - II        | 2       |
| WCP 02              | Engendering Rural Realities – Rural Practicum                         | 2       |
| FW 01               | Fieldwork   | 12      |
| <b>SEMESTER III</b> |   |         |
| SW09                | Social Policy and Planning  | 2       |
| WCP 03              | Seminar on Gendered Body Sexuality and Violence                       | 2       |
| WCP 4.1             | Work with Women – (I) Women Centred Social Work Practice              | 2       |
| WCP 4.2             | Work with Women – (II) Women, Development Practice and Politics       | 2       |
| WCP 05              | Engendering Law & Justice in India                                    | 2       |
| WCP 06              | Women & Work  | 4       |
| <b>SEMESTER IV</b>  |   |         |
| RP                  | Research Project  | 6       |
| FW 02               | Fieldwork   | 12      |
| DE 01               | Disciplinary Elective Course (CBCS)                                   | 2       |
| DE 02               | Disciplinary Elective Course (CBCS)                                   | 2       |

Note: The total number of credits, list of CBCS courses and semester-wise listing of courses is provisional, and may undergo some changes.

\* Refer to the section on Choice Based Credit System

## DISCIPLINARY ELECTIVES

The Disciplinary Electives (4 Credits) are School-specific courses that will be offered under the framework of the Choice-based Credit System by the SSW in Semester II and IV. The list of Disciplinary Electives that will be offered to the Social Work students are as follows:

| Course Code | Course Title   | Credits |
|-------------|--|---------|
| SWCB 02     | Contemporary Debates in Criminal Justice                         | 2       |
| SWCB 05     | Engendering Non-Formal Education                                 | 2       |
| SWCB 07*    | Law and Social Work  | 2       |
| SWCB 13     | Child Rights and Child Protection                                | 2       |
| SWCB 17     | Seminar on Emerging Issues in Mental Health                      | 2       |
| SWCB 19     | International Social Work and Indigenous Peoples                 | 2       |
| SWCB 21     | Animal Ethics and Social Justice                                 | 2       |
| SWCB 22     | Understanding Violence against Women: Theories and Interventions | 2       |
| SWCB 23*    | Social Sciences and Health                                       | 2       |
| SWCB 24     | State, Social Protection and Development Programmes              | 2       |
| SWCB 25     | Management of Disability Related Programmes                      | 2       |
| SWCB 26     | Social Action for Livelihood Transformation                      | 2       |

Note: The courses listed are provisional, and may undergo some changes. As per the CBCS norms the teacher-student ratio will be maintained at 1:60

\*These courses will be taught in the semester II.

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Dr. Penelope Tong  
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Ms. Sushma Gholap  
M.A. (TISS)

Fieldwork Supervisor



**Part-Time Fieldwork Supervisors**

Ms. Armaity Kelawala, Ms. Ashwini Thatte, Ms. Surekha Kharbade, Ms. Caroline D'souza, Ms. Manjusha Battle, Ms. Nancy Gaikwad, Ms. Amita Jadhav, and Mr Digambar Acharya

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Senior Psychiatric Social Worker

Ms. Rakhi Howal  
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Psychiatric Social Worker

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Stenographer Grade-III

Ms. Rekha Keshewar  
Ms. Sarita Bhangare

Upper Division Clerk  
Lower Division Clerk

# SCHOOL OF MANAGEMENT AND LABOUR STUDIES

## INTRODUCTION

The School of Management and Labour Studies has a mission to provide quality human service professionals for a variety of stakeholder groups in the development process. It has developed diverse innovative teaching and research programmes that address wider social issues and realities with a special emphasis on the marginalised and vulnerable groups. It offers 4 M.A. programmes in Human Resources Management and Labour Relations; Globalisation and Labour; Social Entrepreneurship; and Organisation Development, Change and Leadership; and Executive PG Diploma programmes in Organisation Development and Change (from 3 centres in Mumbai, Delhi and

Bengaluru), Human Resources Management, and in Analytics. The School is involved in research, innovation and consultancy through its:

- Centre for Human Resources Management and Labour Relations
- Centre for Labour Studies
- Centre for Public Policy and Governance
- Centre for Social Entrepreneurship
- Centre for Social and Organisational Leadership
- Incubation Centre for Social Entrepreneurship
- Labour Market Research Facility

## PROGRAMME DETAILS

### M.A. Globalisation and Labour

The M.A. programme in Globalisation and Labour (MAGL) is aimed at strengthening the capabilities of those working in membership-based organisations, and the informal sector of the economy. These include trade unions, organisations such as cooperatives, self-help groups, etc. Bright young graduates or post-graduates who do not fall in the above categories, but are interested in working in such organisations, or are engaged or interested in labour research, are also included.

TISS is part of the Global Labour University network in partnership with the International Labour Organization. Other partners of GLU offering similar programmes include the University of Kassel and the Berlin School of Economics and Law in Germany; University of Witwatersrand (WITS), South Africa, Johannesburg, South Africa; State University of Campinas, Brazil; and State College, Penn State University, USA.

The MAGL programme is not a management programme. It provides a framework to understand the diversity of experiences of globalisation and its impact on work and labour in the informal sector. As the formal sector is increasingly externalising social, economic and environmental costs of production to the unorganised/informal sector, there is a need to organise and strengthen capabilities of the workers in this sector to articulate and claim their right to dignified life. There will be an emphasis on comprehending the implications of globalisation and labour on economically and socially marginalised sections, and bringing out the complexities of the same in forms of mobilisation, protest and resistance. The course content will provide both theoretical analyses as well as empirical studies.

### Distribution of Credit Hours

| Year  | Details  | Credits              |                  |
|-------|--|----------------------|------------------|
|       |  | Trade Union Students | Regular Students |
| First | Core Courses                                     | 46                   | 46               |
|       | Dissertation                                     | 1                    | 1                |
|       | Choice Based Credit System (Open Elective)       | 2                    | 2                |
|       | Choice Based Credit System (Elective Foundation) | 2                    | 2                |

| Year                 | Details                     | Credits              |                  |
|----------------------|-----------------------------|----------------------|------------------|
|                      |                             | Trade Union Students | Regular Students |
| <b>Second</b>        | Internship                  | 22                   | 12               |
|                      | Dissertation                | 7                    | 7                |
|                      | Core Courses                | -                    | 10               |
|                      | Choice Based Credit Courses | -                    | 4                |
| <b>Total Credits</b> |                             | <b>80</b>            | <b>84</b>        |

### Semester-wise Listing of Courses

| Course Code        | Course Title   | Credits                       |
|--------------------|--|-------------------------------|
| <b>SEMESTER I</b>  |  |                               |
| FC                 | Foundation Course  | 4                             |
| GL 01              | Elements of Macro Economics  | 2                             |
| GL 02              | Trade Union Strategies in a Global Economy                               | 2                             |
| GL 03              | Globalisation and Informal Economy                                       | 2                             |
| GL 04              | Social Protection and the State  | 4                             |
| GL 05              | Labour and Formal Organisations  | 2                             |
| GL 06              | Basics of Management Functions for Trade Unions                          | 2                             |
| GL 07              | Industrial Relations   | 2                             |
| GL 08              | Foundation Course in Globalisation and Labour (Centre based)             | 2                             |
| <b>SEMESTER II</b> |  |                               |
| GL 09              | Organising Informal Labour   | 2                             |
| GL 10              | Organisational Capabilities and Management Skills for Trade Unions       | 4                             |
| GL 10.1            | Industrial Jurisprudence   |                               |
| GL 10.2            | Economics of Wage  |                               |
| GL 10.3            | Conflict Management and Negotiation Skills                               |                               |
| GL 10.4            | Labour Administration  |                               |
| GL 10.5            | Leadership for Trade Unions  | Compulsory and Non-Evaluative |
| GL 11              | International Labour Standards, Decent Work and Social Dialogue          | 2                             |
| GL 12              | Dynamics of Labour Markets in Emerging Economies                         | 4                             |
| GL 13              | Research Methodology   | 8                             |
| GL 14              | Development Information Package  | Compulsory and Non-Evaluative |
| GL 15              | World Trade Organisation, World Bank and the International Monetary Fund | 2                             |
| GL 16              | State Intervention in Labour Market: Labour Law I                        | 2                             |
| GL 17              | Online Course on Global Workers Right and International Labour Standards | Compulsory and Non-Evaluative |
| CBCS               | Open Elective  | 2                             |
| CBCS               | Elective Foundation  | 2                             |
| Dissertation       | Research Proposal  | 1                             |
|                    | Field Visit to Unions in Informal Sector in Rural Areas                  |                               |

| Course Code         | Course Title                                       | Credits |
|---------------------|--|---------|
| <b>SEMESTER III</b> |  |         |
| Internship*         | Trade Union Students (6 months)                    | 22      |
|                     | Regular Students (2months)                         | 8       |
| Dissertation        | Literature Review                                  | 2       |
| GL 18               | Macro economics                                    | 2       |
| GL 19               | Women and Work                                     | 1       |
| GL 20               | State Intervention in Labour Market: Labour Law II | 2       |
| Dissertation**      | Data Collection and Report Submission              | 5       |
| Internship          | Block Internship in Trade Unions (1 Month)         | 4       |
| <b>SEMESTER IV</b>  |  |         |
| GL 21               | Corporate Social Responsibility and Social Audit   | 2       |
| GL 22               | Governance and Public Policy                       | 2       |
| GL 23               | Green Economy and Labour                           | 1       |
|                     | Disciplinary Electives (only for Regular Students) | 4       |

**Notes:**

1. Courses in the Second Year are meant for non-trade union students.
2. \*Internship for Trade Union students staggers till the end of 4th semester.
3. \*\*The dissertation evaluation in the fourth semester is as follows:  
The data collection process will begin in the third semester and will have to be completed before the end of the fourth semester and will carry 2 credit evaluations.  
The documentation of methodological challenges and the way they were addressed will carry 1 credit evaluation.  
The final dissertation will carry 2 credit evaluations.
4. The semester-wise listing of courses is provisional, and may undergo some changes.

**M.A. Human Resources Management and Labour Relations**

The M.A. in Human Resources Management and Labour Relations (MAHRM&LR) programme (formerly known as M.A. in Personnel Management and Industrial Relations) is designed to develop students into professionally competent and socially sensitive management graduates, fully equipped to take on the challenges of the corporate world. The programme explores the critical areas of contemporary human resources management, in conjunction with a comprehensive knowledge and understanding of the key functions of management and business.

The broad objectives of this M.A. programme are to sensitise students to the social, political, economic, and ecological environments of society; to enable them to become effective business leaders and decision-makers to contribute to organisational effectiveness; to facilitate the use of systems thinking to evolve possibilities while addressing various personal and organisational challenges; to develop a perspective to respond to global

challenges; and to impart values of intellectual honesty, justice and fairness.

The programme places importance on both theoretical and hands-on learning. While classroom learning through participation in the forms of discussions and case studies, presentations, simulation games, assignments, etc., emphasises conceptual clarity, practical inputs are provided through the rigorous fieldwork system, which complements the classroom learning by throwing light on the practical dimension of the profession. The insights that emerge out of such an experience make students conceptually strong and successful in the practice of the profession. Students are also required to complete a dissertation on any topic of their choice. All these, coupled with the focused attention that students get owing to the small size of the batch, makes personal learning highly effective. Fieldwork is a continuous process, which seeks to facilitate exposure to varied industry sectors. Students also undertake internships with organisations for a period ranging from 6–8 weeks,

which is seen as an opportunity for them to learn significantly from, and contribute meaningfully to organisations.

In brief, the MAHRM&LR programme, which benefits from over four decades of teaching and research at TISS, is a challenging teaching–learning experience that blends cutting edge theory with innovative

practice to develop business leaders for the global industry. The TISS HRM&LR post-graduates are amongst the most sought after in the global industry today and our alumni occupy positions of leadership across a wide spectrum of industries and sectors including, IT/ITeS, banking and finance, telecom, manufacturing, public sector, pharmaceutical, retail and management consultancy.

#### Distribution of Credit Hours

| Year                 | Details  | Credits   |
|----------------------|--|-----------|
| <b>First</b>         | Foundation Course                                    | 4         |
|                      | Core Courses   | 29        |
|                      | Field Work   | 12        |
|                      | Dissertation (Stage 1)                               | 1         |
|                      | Choice Based Credit System (Elective Foundation)     | 2         |
|                      | Choice Based Credit System (Open Electives)          | 2         |
| <b>Second</b>        | Core Courses   | 14        |
|                      | Fieldwork  | 12        |
|                      | Dissertation (Stage 2 & 3)                           | 5         |
|                      | Choice Based Credit Courses (Disciplinary Electives) | 12        |
| <b>Total Credits</b> |  | <b>93</b> |

#### Semester-wise Listing of Courses

| Course Code        | Course Title   | Credits                       |
|--------------------|--|-------------------------------|
| <b>SEMESTER I</b>  |  |                               |
| FC                 | Foundation Course  | 4                             |
| HR 01              | Quantitative Research 1                                  | 1                             |
| HR 02              | Qualitative Research 1                                   | 1                             |
| HR 03              | Management of Human Resources                            | 2                             |
| HR 04              | Industrial Relations                                     | 2                             |
| HR 05              | Labour Law 1   | 2                             |
| HR 06              | Organisational Behaviour: Individual in the organisation | 2                             |
| HR 07              | Organisation theory and Design                           | 2                             |
| HR 08              | Organisational Economics                                 | 1                             |
| HRFW 01            | Field Work   | 6                             |
| PC 01              | Interaction with HR Heads                                | Compulsory and Non-evaluative |
| PC 02              | Round Table Discussion on Fieldwork                      |                               |
| PC 03              | Understanding Self and Facilitating Relationships        |                               |
| <b>SEMESTER II</b> |  |                               |
| HR 09              | Financial Management                                     | 2                             |
| HR 10              | Labour Economics   | 2                             |
| HR 11              | Organisational Behaviour: Group in the Organisation      | 2                             |
| HR 12              | Performance Management                                   | 2                             |

| Course Code  | Course Title                                     | Credits                       |
|--|--|-------------------------------|
| <b>SEMESTER II</b>   |  |                               |
| HR 13  | Learning and Development                         | 2                             |
| HR 14  | Compensation                                     | 2                             |
| HR 15  | Marketing and Sales Management                   | 2                             |
| HR 16  | Operations Management                            | 2                             |
| HRDS 01  | Dissertation Stage 1                             | 1                             |
| HRFW 02  | Fieldwork  | 6                             |
| CBCS   | Elective Foundation Course                       | 2                             |
| CBCS   | Open Elective Course                             | 2                             |
| PC 04  | Development Centre                               | Compulsory and Non-Evaluative |
| <b>SEMESTER III</b>  |  |                               |
| HR 17  | Employee Resourcing                              | 1                             |
| HR 18  | Organisational Development and Change Management | 2                             |
| HR 19  | Labour Law 2                                     | 2                             |
| HR 20  | Trade Unions                                     | 1                             |
| HR 21  | Strategic Management                             | 1                             |
| HR 22  | Labour Welfare and Decent Work                   | 2                             |
| HR 23  | Management Information Systems                   | 1                             |
| HR 24  | Qualitative Research 2                           | 1                             |
| HR 25  | Quantitative Research 2                          | 1                             |
| PC 05  | Assessment Centre                                | Compulsory and Non-Evaluative |
| HRDS 02  | Dissertation Stage 2                             | 2                             |
| HRFW 03  | Field Work                                       | 6                             |
| CBCS Disciplinary Electives (Choose a minimum of 5 and a maximum of 7) |  |                               |
| HRO 01   | HRM in International settings                    | 1                             |
| HRO 02   | Advanced Learning and Development                | 1                             |
| HRO 03   | Advanced Compensation and Benefits               | 1                             |
| HRO 04   | Business Strategy and the environment            | 1                             |
| HRO 05   | Employer Branding                                | 1                             |
| HRO 06   | Power and Leadership in organisations            | 1                             |
| HRO 07   | Taxation   | 1                             |
| HRO 08   | Conflict Management                              | 1                             |
| HR 26  | Corporate Governance and Business ethics         | 2                             |
| <b>SEMESTER IV</b>   |  |                               |
| HRDS 03  | Dissertation Stage 3                             | 3                             |
| HRFW 04  | Field Work                                       | 6                             |
|  | NGO Block Field Work                             | Compulsory and Non-Evaluative |

| Course Code  | Course Title                        | Credits |
|--|-------------------------------------|---------|
| <b>SEMESTER IV</b>   |                                     |         |
| CBCS Disciplinary Electives (Choose a minimum of 5 and a maximum of 7) |                                     |         |
| HRO 09   | Business Analytics                  | 1       |
| HRO 10   | HRM and IR in Service Organisations | 1       |
| HRO 11   | Comparative Industrial Relations    | 1       |
| HRO 12   | Micro Econometrics                  | 1       |
| HRO 13   | Talent Management                   | 1       |
| HRO 14   | Labour Administration               | 1       |
| HRO 15   | Moral Leadership                    | 1       |
| HRO 16   | Psychometrics                       | 1       |
| HRO 17   | Gender and Diversity Management     | 1       |
| HRO 18   | Negotiation Management              | 1       |

*Note:* The semester-wise listing of courses is provisional, and may undergo some changes.

## M.A. Social Entrepreneurship

The State and/or market are increasingly failing to deliver the essential services to the citizens, especially the poor and marginalised groups. Some of the reasons for this failure are aligned with the global politico-economic developments and seem to be irreversible. The need, therefore, is to develop a fresh perspective, which is contextually relevant, towards fulfilling these services, and train professionals, who can take leadership in such situations. The new models to be designed by these change agents should be capable of ensuring sustainable development. The M.A. in Social Entrepreneurship (MASE) programme has been developing a pool of young entrepreneurs to become 'change agents'.

The objectives of the MASE programme are to:

- develop individuals with a focus on social entrepreneurship;
- enable budding and practicing social entrepreneurs to solve social issues;

create an environment for dialogue, discussion and creation of a research base, for developing the domain of knowledge in social entrepreneurship, for sharing among interest groups, and to enable practitioners in enhancing effectiveness of their operations.

The MASE programme covers an overview of economics, polity and sociology, innovative problem solving, venture creation, business and organisational management, and leadership linking, with benefits to stakeholders. Distinctive features of the curriculum are inductive pedagogy; blending

classroom teaching and experiential learning through fieldwork; problem-solving assignments on social problems at individual and group levels; and meeting and interacting with social and business entrepreneurs.

The programme is primarily targeted toward developing skills of students along three major dimensions and components: (i) social context, (ii) entrepreneurship skills, and (iii) management tools. A designed mix of all three in each Semester meets the overall objectives of the programme. The semester-wise distribution given in the next table.

The entrepreneurial domain is predominantly based on 'effectual' logic, whereas managerial domain is 'causal'. The MASE programme focuses on 'effectual logic' during the initial period, and gradually exposes the students to 'causal logic' at a later stage. The students will be allowed to understand and experience both and take a creative decision to adopt any one or a mix of both.

The programme design will take care of the 'life cycle approach' of entrepreneurial processes — the creative phase, venture creation phase, and growth phase. The programme curriculum blends cutting edge theory with field-based experiential learnings to develop efficient, effective and economically sustainable entrepreneurial activities.

Classroom teaching focuses on self and group learning for problem solving and reflective and participative learning. This programme uses

multiple evaluation components such as mid and end semester examination, report writing and presentation, case development, business plan development, etc. Graduates from this programme

are supported to initiate social ventures and become social entrepreneurs, and find employment in a range of organisations working with people in securing employment, wealth and human security.

| Venture Life Cycle Stage                        | Semester & Fieldwork Stage   | Pro-gramme Content Focus | Decision Focus                    |                  |              |          |
|---|--|--------------------------|-----------------------------------|------------------|--------------|----------|
|   |  | Social Context           | Entrepreneurship Process & Method | Management Tools | Effectuation | Causal   |
| Understanding Context and Ideation on Problem   | Semester I (in class)  | High                     | High                              | Low              | High         | Low      |
|   | Rural Visit for one month  | High                     | High                              | Low              | High         | Low      |
| Designing Experiment for Social Problem Solving | Semester II (in class)   | Moderate                 | High                              | Moderate         | High         | Moderate |
|   | Pilot Testing of Ventures for 3 months                                 | Moderate                 | High                              | Moderate         | High         | Moderate |
| Consolidation                                   | Semester III (in class)  | Moderate                 | High                              | High             | Moderate     | High     |
|   | Field Visit for Venture Related Research                               | Moderate                 | High                              | High             | Moderate     | High     |
| Venture Planning                                | Semester IV (in class)   | High                     | High                              | High             | High         | High     |
| Venture Start Up                                | Enter into the Incubation Centre & Financial and Non-Financial Support |                          |                                   |                  |              |          |

#### Distribution of Credit Hours

| Year                 | Details  | Credits   |
|----------------------|--|-----------|
| <b>First</b>         | Courses  | 29        |
|                      | Fieldwork  | 24        |
|                      | Choice Based Credit System (Open Elective)         | 2         |
|                      | Choice Based Credit System (Elective Foundation)   | 2         |
| <b>Second</b>        | Courses  | 13        |
|                      | Fieldwork/Internship                               | 6         |
|                      | Research Project (Dissertation)                    | 3         |
|                      | Choice Based Credit System (Disciplinary Elective) | 4         |
| <b>Total Credits</b> |  | <b>83</b> |



**Semester-wise Listing of Courses**

| <b>Course Code</b>  | <b>Course Title</b>  | <b>Credits</b> |
|---------------------|--|----------------|
| <b>SEMESTER I</b>   |  |                |
| FC                  | Foundation Course  | 4              |
| SE 01               | Entrepreneurship and Social Entrepreneurship                 | 2              |
| SE 02               | Microeconomics   | 2              |
| SE 03               | Basic Accounting and Costing                                 | 2              |
| S E04               | Social Sector Perspectives and Interventions                 | 2              |
| SE 05               | Research Methodology 1                                       | 2              |
| SE 06               | Research Methodology 2                                       | 2              |
| SE 07               | Introduction to Public Policy: Concepts, Theory and Practice | 2              |
|                     | Field Work 1   | 6              |
| <b>SEMESTER II</b>  |  |                |
| CBCS                | Elective Foundation Course                                   | 2              |
| CBCS                | Open Elective Course   | 2              |
| SE 08               | Venture Plan 1   | 2              |
| SE 09               | Marketing Management for Social Ventures                     | 2              |
| SE 10               | Financial Management for Social Ventures                     | 2              |
| SE 11               | Operation and Technology Management for Social Ventures      | 2              |
| SE1 2               | Sustainable Development and Social Ventures                  | 2              |
|                     | Research Design 1  | 1              |
|                     | Field Work 2   | 18             |
| <b>SEMESTER III</b> |  |                |
| SE 14               | Legal Framework for Social Ventures                          | 2              |
| SE 15               | Social Marketing   | 2              |
| SE 16               | Fund Raising   | 2              |
| SE 17               | Strategic Management   | 2              |
| SE 18               | Risk Management  | 1              |
|                     | Research Design 2 (15 hrs.)                                  | No Credit      |
|                     | Fieldwork 3  | 6              |
| <b>SEMESTER IV</b>  |  |                |
| CBCS                | Disciplinary Elective  | 2              |
| CBCS                | Disciplinary Elective  | 2              |
| SE 19               | Research Design for Social Impact Assessment                 | 2              |
| SE 20               | Venture Plan 2   | 2              |
|                     | Research Dissertation  | 3              |

Note: The semester-wise listing of courses is provisional, and may undergo some changes.

**Non-Credited Compulsory Workshops**

| <b>Semester</b> | <b>Topic / Theme</b>   | <b>Hours</b> |
|-----------------|--|--------------|
| <b>II</b>       | Self-Assessment as Social Entrepreneur 1                           | 15           |
| <b>III</b>      | Organisation Design and Human Resource for Social Venture Start up | 30           |
| <b>IV</b>       | Communication for Entrepreneurship                                 | 15           |
|                 | Self-Assessment as Social Entrepreneur 2                           | 15           |

## M.A. Organisation Development, Change and Leadership

Organisations are increasingly affected by constant change and the ability to adapt and stay relevant is the key determinant of their very existence. This has created a need for a genre of professionals who are able to enable organisations to better respond and adapt to industry/market changes and technological advances by deeply impacting both organisational factors and human factors. In response to this need from the industry, TISS launched the Executive PG Diploma Programme in Organisation Development and Change (EPGDODC) in 2015. Soon, an increased demand saw the programme being delivered out of Delhi and Bengaluru also in 2016. The EPGDODC programme focused both on developing the knowledge and skills needed for professionals dealing with Organisation Development and Change Management activities. However, it was felt that a much deeper understanding of both knowledge and practice of various business functions was also required to enable leaders to make sustainable change and create both competitive and collaborative advantage.

The M.A. in Organisation Development, Change and Leadership (MAODCL) programme endeavours to address this gap by enabling the development of a new generation of leaders who are able to ride this wave of change and lead organisations. The programme will transform the students, both personally and professionally. Students will gain a deeper understanding about themselves and a thorough knowledge of organisational strategy, operational excellence and the interplay of systems

and people processes. This is in addition to creating an in-depth understanding of functional knowledge across management disciplines.

The learning methodology is heavily tilted in favour of experiential learning through intensive “Field Immersions” across organisations. Students will have hands on exposure to different business functions during the field immersions in varied industries. Renowned national and international academicians — in addition to reputed practitioners from the industry — will facilitate classroom sessions. The programme adopts a customised approach to student development and provides individual coaches to students. There will be opportunities for students to work across virtual teams in collaboration with top universities across the globe to enhance their cross-cultural competence.

This MAODCL programme blends multi-disciplinary formal and collaborative learning with human interaction labs, research dissertation and situated learning experiences in social sector organisations and small medium enterprises. It focuses on nurturing next generation global leaders who can understand the new world as a system of interacting components that impact each other in significant, but often underutilised ways; opening doors for a more holistic, effective and innovative leadership for businesses and societies. For those passionate about career growth and making a difference, an M.A. in Organisation Development, Change and Leadership is the programme to reckon with.

### Distribution of Credit Hours

| Year                 | Details  | Credits   |
|----------------------|--|-----------|
| <b>First</b>         | Courses  | 26        |
|                      | Fieldwork  | 12        |
|                      | Choice Based Credit Courses (Open Elective)          | 2         |
|                      | Choice Based Credit Courses (Elective Foundation)    | 2         |
|                      | Research Project (Dissertation)                      | 1         |
| <b>Second</b>        | Courses  | 24        |
|                      | Fieldwork/Internship                                 | 12        |
|                      | Research Project (Dissertation)                      | 5         |
|                      | Choice Based Credit Courses (Disciplinary Electives) | 7         |
| <b>Total Credits</b> |  | <b>91</b> |

**Additional Components of the Programme**

(a) 4 Field immersions and 3 Situated Learning Experiences in organisations; (b) Human Interaction Labs; (c) Coaching (for 6 months); (d) Participation in odX (learning through exchange of ideas); (e) Participation in Virtual Collaboration Programmes to enhance cross-cultural competence.

**Semester-wise Listing of Courses**

| Course Code  | Course Title  | Credits |
|--|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC   | Foundation Course   | 4       |
| ODCL 01  | Introduction to Organisation Development, Change and Leadership | 2       |
| ODCL 02  | Research Methodology, Qualitative Research                      | 2       |
| ODCL 03  | Organisation Theory and Design                                  | 2       |
| ODCL 04  | Basics of Economics, Sociology, and Psychology                  | 2       |
| ODCL 05  | Operations Management   | 2       |
| ODCL 06  | Employment Relations  | 2       |
| PC 01  | Human Interaction Lab   |         |
| ODCL FW 01   | Field Work 1  | 6       |
| PC 02  | Lived Experiences in Organisations                              |         |
| <b>SEMESTER II</b>   |   |         |
| ODCL 07  | Organisation Behaviour 1  | 2       |
| ODCL 08  | Statistics and Business Analytics                               | 2       |
| ODCL 09  | Organisation Analysis and Diagnostic Models                     | 2       |
| ODCL 10  | Human Resources: Systems and Processes                          | 2       |
| ODCL 11  | Human Process Interventions                                     | 2       |
| ODCL FW 02   | Field Work 2  | 6       |
|  | Dissertation (Stage 1)  | 1       |
| <b>SEMESTER III</b>  |   |         |
| ODCL 12  | Organisation Behaviour 2  | 2       |
| ODCL 13  | Marketing and Sales Management                                  | 2       |
| ODCL 14  | Organisational Change: Practice Perspective                     | 2       |
| ODCL 15  | Leadership: Theory and Practice                                 | 2       |
| ODCL 16  | Facilitation: Theory and Practice                               | 2       |
| PC 03  | Lived Experiences in Organisations                              |         |
| ODCL FW 03   | Field Work 3  | 6       |
|  | Dissertation (Stage 2)  | 2       |
| Disciplinary Electives (choose minimum of 3 credits and maximum 5 credits) |   |         |
| ODCL OC 01   | Learning and Development  | 2       |
| ODCLOC 05  | Large System Interventions                                      | 1       |
| ODCLOC 03  | Data Management and Analysis                                    | 1       |
| ODCLOC 08  | Action Learning in OD   | 1       |
| <b>SEMESTER IV</b>   |   |         |
| ODCL 17  | Finance and Accounting Management                               | 2       |
| ODCL 18  | Strategic Interventions   | 2       |
| ODCL 19  | Evaluation of OD and Change: New Developments                   | 2       |
| ODCL 20  | Strategic Management  | 2       |

| Course Code  | Course Title  | Credits |
|--|---|---------|
| <b>SEMESTER IV</b>   |   |         |
| PC 04  | Lived Experiences in Organisations                          |         |
| ODCLDS   | Dissertation (Stage 3)                                      | 3       |
| ODCL FW 04   | Field Work 4  | 6       |
| Disciplinary Electives (choose minimum of 2 credits and maximum 4 credits) |   |         |
| ODCL OC 04   | OD Consultation Process                                     | 2       |
| ODCL OC 02   | Techno structural Interventions                             | 2       |
| ODCL OC 06   | Women's Leadership  | 1       |
| ODCL OC 07   | Art and OD  | 1       |
| ODCL OC 09   | Organisational Change Management Process and Sustainability | 1       |

Note: The semester-wise listing of courses is provisional, and may undergo some changes.

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M.Com. (Marathwada)

Assistant

# SCHOOL OF HEALTH SYSTEMS STUDIES

## INTRODUCTION

The School of Health Systems Studies prepares students for administrative, research and policy analysis roles in the field of public health and managerial and leadership roles in the field of hospital administration. The School's active research programmes and national and international research collaborations in the areas of health policy, health systems strengthening and public health contribute to the generation of new knowledge in this area and ensures that its educational programmes are relevant to respond to the current challenges and emergent trends. An important dimension of the School's educational and research activities is the impact it creates to the fields of Public health and Health Services from a social science perspective.

The School is often called upon to respond to the capacity building and knowledge management needs of the government health sector and this allows it to contribute to develop newer and innovative health services strategies, to provide advocacy support for

public health, and to build equity concerns into health policy and planning.

The School offers four post-graduate degree programmes: Master of Hospital Administration; Master of Public Health (Health Administration); Master of Public Health (Health Policy, Economics and Finance); and Master of Public Health (Social Epidemiology). The School also offers two PG Diploma programmes in 'Hospital Administration', and in 'Health Care Quality Management', and M.Phil. and Ph.D. programmes in 'Health Services Management' and 'Public Health'.

The School has 4 centres:

- Centre for Health and Social Sciences
- Centre for Health Policy, Planning and Management
- Centre for Hospital Management
- Centre for Public Health

## PROGRAMME DETAILS

### Master of Hospital Administration

The Master of Hospital Administration programme (MHA) aims to develop a cadre of professional managers for the rapidly growing hospital sector. As the hospital environment becomes increasingly complex and technical, employing people with widely divergent skills, the need to manage them efficiently without any compromise to the humane and caring environment that the sick need, brings forth the requirement for a new type of health professional — the hospital administrator. The M.H.A. programme prepares students for leadership roles in the hospital sector through providing training in planning, operational and project management of hospitals, including orientation to the managerial aspects of clinical and support services. The programme also imparts training in managing financial, material and information systems in hospital settings and builds the perspectives, attitudes and skills needed for managing people. The students are required to undergo three internships

during the two years in different hospital settings, which are aimed to provide learning opportunity to apply the knowledge they gained through lectures and discussions in the class.

The M.H.A. Degree is designed to be completed in four semesters spanning two years, but has a provision to complete over a maximum period of 5 years from the date of registration.

Students of the M.H.A. programme find jobs to manage a variety of specialised services in hospitals, both in the private and in government sectors. Their job description includes managing various departments of large hospitals as well as planning and designing new services and new hospitals. In the past, students have found employment in leading corporate- and trust-run hospitals all over the country. Of late, there are also job opportunities arising in hospital consultancy firms, health care IT industry, and the health insurance sector.

**Distribution of Credit Hours**

| Year                 | Details                         | Credits   |
|----------------------|---------------------------------|-----------|
| <b>First</b>         | Foundation Course               | 4         |
|                      | School-based Foundation Courses | 5         |
|                      | Management Basic Courses        | 5         |
|                      | Hospital Administration Courses | 16        |
|                      | Internships                     | 7         |
|                      | Choice Based Courses            | 4         |
| <b>Second</b>        | Hospital Administration Courses | 16        |
|                      | Internships                     | 14        |
|                      | Research Project                | 4         |
|                      | Disciplinary Electives          | 4         |
| <b>Total Credits</b> |                                 | <b>79</b> |

**Semester-wise Listing of Courses**

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course   | 4       |
| SFC 01              | Social Science Perspectives on Health                                     | 2       |
| SFC 02              | Basic Economics and Health Economics                                      | 3       |
| MBC 01              | Financial and Management Accounting                                       | 3       |
| MBC 02              | Organisational Behaviour  | 2       |
| HO 01               | Principles of Management for Hospitals                                    | 2       |
| HO 02               | Research Methodology for Hospitals  | 2       |
| HO 03               | Organisation and Administration of Supportive Services                    | 2       |
| HO 04               | Organisation and Administration of Clinical and Super Specialty Services. | 2       |
| <b>SEMESTER II</b>  |   |         |
| HO 05               | Materials and Medical Technology Management                               | 2       |
| HO 06               | Introduction to Epidemiology and Biostatistics                            | 2       |
| HO 07               | Hospital Information Services   | 2       |
| HO 10               | Hospital Planning and Programme Management                                | 2       |
| CBCS                | Elective Foundation   | 2       |
| CBCS                | Open Elective   | 2       |
|                     | First Internship  | 7       |
| <b>SEMESTER III</b> |   |         |
| HO 08               | Human Resources Management and Labour Legislation                         | 2       |
| HO 09               | Ethics and Equity for Hospitals   | 2       |
| HO 11               | Quality Management in Hospitals/Healthcare services                       | 2       |
| HO12                | Management Analytics and Operations Research                              | 2       |
| HO 13               | Legal Framework for Hospitals   | 2       |
| HO 15               | Marketing Management & Business Development Strategies                    | 2       |
|                     | Second Internship   | 7       |
| <b>SEMESTER IV</b>  |   |         |
| HO 14               | Financial Management  | 2       |
| HO 16               | Health Insurance and Risk Management                                      | 2       |

| Course Code                    | Course Title   | Credits |
|--------------------------------|--|---------|
| <b>SEMESTER IV</b>             |  |         |
| Disciplinary Electives (Any 2) | Mental Health  | 4       |
|                                | Urban Health   |         |
|                                | Health Insurance                                     |         |
|                                | Strategic Management in Health Care                  |         |
|                                | Operations Management and Organisational Development |         |
|                                | Third Internship                                     | 7       |
|                                | Research Project                                     | 4       |

*Note:* The semester-wise listing of courses and disciplinary electives on offer are provisional, and subject to change.

As some internships are organised in rural and under-served areas of the country, accommodation cannot always be ensured by the internship agencies. In such cases, the students should be prepared to make their own accommodation arrangements.

## Master of Public Health in Health Administration

Public health is the science and art of preventing disease, prolonging life, and promoting health and efficiency through organised community efforts. Of the various agencies that render public health services, government health services have a dominant role and have robust health services delivery systems in place. Both the National Health Policy and the National Health Mission (NHM) emphasise the need to have trained public health professionals as an important requirement to bring out improvements in the health situation in the country. One of the major interventions to improve population health is through the health services system, mostly organised by the government with or without the support of non-state actors.

The Master of Public Health in Health Administration (MPH-HA) programme is aimed to equip the students with an understanding of the concepts, principles and theories related to public health practice and the role of health services systems as an organisation in improving population health. The programme will help to understand the evolution of Indian health services and the various factors contributed to its growth and development. Further, it will help to develop adequate administrative skills using the tools of management to be applied for strengthening health services systems. The MPH-HA is a two-year, post-graduate degree programme consisting of four semesters and the students will accumulate credits in each semester and the Degree will be awarded after completing all four semesters. The MPH-HA programme involving courses, internships and

dissertation can also be completed over a maximum period of five years from the date of registration.

The three internships are:

- 1st Internship of 8 weeks during Semester II (8 credits), where the students will be placed in government health services in rural India in order to get exposure to the rural health care delivery systems and challenges associated with it and to gain skills with respect to administration of health services and management of national health programmes.
- 2nd Internship of 8 weeks during Semester III (8 credits), where the students will be placed in rural, non-governmental organisations. The students will gain insights and skills with respect to administration in NGOs, gender issues, health planning and community engagement.
- 3rd Internship of 4 weeks during Semester IV (4 credits) where the students will be placed in urban health services systems to understand the challenges faced by urban healthcare delivery systems.

Students graduating from MPH-HA will have opportunities to work as programme managers in non-governmental organisations, as consultants or fellows or officers with NHM, national and state health systems resource centre (NHSRC, SHSRC), as monitoring and evaluation officers or programme or technical consultants for government or international agencies like WHO, UNICEF, and UNAIDS.



**Distribution of Credit Hours**

| Year                 | Details                         | Credits   |
|----------------------|---------------------------------|-----------|
| <b>First</b>         | Foundation Course               | 4         |
|                      | School-based Foundation Courses | 9         |
|                      | Management Basic Courses        | 5         |
|                      | Public Health Basic Courses     | 8         |
|                      | Health Administration Courses   | 4         |
|                      | Choice Based Courses            | 4         |
|                      | Internships                     | 8         |
| <b>Second</b>        | Health Administration Courses   | 14        |
|                      | Internships                     | 12        |
|                      | Dissertation                    | 6         |
|                      | Disciplinary Electives          | 4         |
| <b>Total Credits</b> |                                 | <b>78</b> |

**Semester-wise Listing of Courses**

| Course Code         | Course Title                                    | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course                               | 4       |
| SFC 01              | Social Science Perspectives on Health           | 2       |
| SFC 02              | Basic Economics and Health Economics            | 3       |
| SFC 03              | Research Methodology – I (Quantitative Methods) | 2       |
| SFC 04              | Research Methodology – II (Qualitative Methods) | 2       |
| MBC 01              | Financial and Management Accounting             | 3       |
| MBC 02              | Organisational Behaviour                        | 2       |
| PBC 01              | Introduction to Public Health                   | 2       |
| PBC 02              | Introduction to Epidemiology                    | 2       |
| HA 01               | Evolution and Administration of Health Services | 2       |
| <b>SEMESTER II</b>  |   |         |
| PBC 04              | Introduction to Biostatistics                   | 2       |
| PBC 06              | Health Financing including Health Insurance     | 2       |
| HA 03               | Management of National Health Programmes        | 2       |
| CBCS                | Elective Foundation                             | 2       |
| CBCS                | Open Elective                                   | 2       |
|                     | First Internship (Rural Health Services)        | 8       |
| <b>SEMESTER III</b> |   |         |
| HA 02               | Community Engagement in Health                  | 2       |
| HA 04               | Supply Chain Management                         | 2       |
| HA 05               | Health Management Information Systems           | 2       |
| HA 06               | Health Planning                                 | 2       |
| HA 07               | Gender, Health and Rights                       | 2       |
|                     | Second Internship (Rural NGOs)                  | 8       |
| <b>SEMESTER IV</b>  |   |         |
| HA 08               | Human Resources for Health                      | 2       |
| HA 09               | Health Legislation                              | 2       |

| Course Code                    | Course Title  | Credits |
|--------------------------------|---|---------|
| <b>SEMESTER IV</b>             |   |         |
| Disciplinary Electives (Any 2) | Mental Health<br>Urban Health<br>Health Insurance<br>Advanced Biostatistics<br>Operations Management and Organisational Development | 4       |
|                                | Third Internship (Urban Health Services System)   | 4       |
|                                | Dissertation  | 6       |

*Note:* The semester-wise listing of courses and disciplinary electives on offer are provisional, and subject to change.

As some internships are organised in rural and under-served areas of the country, accommodation cannot always be ensured by the internship agencies. In such cases, the students should be prepared to make their own accommodation arrangements.

### **Master of Public Health in Health Policy, Economics, and Finance)**

Health Policy concerns range from the impact of policies of all sectors on health to policies that govern the organisation of health care services. Health services systems across the South Asian region confront challenges such as the need to mobilise investment for health, improve social accountability of health services, set health services priorities, plan for health equity and make appropriate technological choices for low resource settings, improve on the legal and ethical framework of health care, and build better governance. All these call for evidence-based policy making and require competence in health economics, financing of health care and in designing and managing health care institutions.

The innovative Master of Public Health in Health Policy, Economics, and Finance (MPH-HPEF) programme is a response to tackle the limited institutional capacity in India and South Asia for making and interrogating health policy, understanding and analysing the interplay between economics and finance in policy decisions. Created in collaboration with the London School of Economics and Political Science (LSE), the programme has an international focus and teaching covers literature from across the globe with specific focus on South Asia. This programme will be specifically suitable for health professionals working in India and elsewhere.

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

| Year                 | Details                         | Credits   |
|----------------------|---------------------------------|-----------|
| <b>First</b>         | Foundation Course               | 4         |
|                      | School-based Foundation Courses | 9         |
|                      | Public Health Basic Courses     | 14        |
|                      | MPH-HPEF Courses                | 6         |
|                      | Internship                      | 5         |
|                      | Choice Based Courses            | 4         |
| <b>Second</b>        | MPH-HPEF Courses                | 6         |
|                      | Field Practicum                 | 10        |
|                      | Dissertation                    | 6         |
|                      | Disciplinary Electives          | 4         |
| <b>Total Credits</b> |                                 | <b>68</b> |

This is a two-year, four-semester intensive programme consisting of theory courses, one internship, an 18-week field practicum and a research dissertation. The combination of a strong taught component and extensive mentored fieldwork enables learners to develop sound knowledge base

as well as professional skill enhancement. The degree is awarded after completion of all programme requirements, which is designed to be completed within the two years; but has a provision to complete over a maximum period of 5 years from the date of registration.

The skills developed are multi-disciplinary and include critical policy analysis, preparation of policy briefs and programme strategies, financial analysis, economic evaluation, and health care planning. The graduates are finding employment in a range

of sectors including government public health departments, national and state health systems resource centres, international health agencies, health management organisations, and health care consultancies.

### Semester-wise Listing of Courses

| Course Code                          | Course Title  | Credits |
|--------------------------------------|---|---------|
| <b>SEMESTER I</b>                    |   |         |
| FC                                   | Foundation Course   | 4       |
| SFC 01                               | Social Science Perspectives on Health   | 2       |
| SFC 02                               | Basic Economics and Health Economics  | 3       |
| SFC 03                               | Research Methodology – I (Quantitative Methods)   | 2       |
| SFC 04                               | Research Methodology – II (Qualitative Methods)   | 2       |
| PBC 01                               | Introduction to Public Health   | 2       |
| PBC 02                               | Introduction to Epidemiology  | 2       |
| PBC 03                               | Public Health Management  | 2       |
| PHP 01                               | Health Policy, Planning and Analysis  | 2       |
| <b>SEMESTER II</b>                   |   |         |
| PBC 04                               | Introduction to Biostatistics   | 2       |
| PBC 05                               | Ethics and Legislation in Public Health   | 2       |
| PBC 06                               | Health Financing including Health insurance   | 2       |
| PBC 07                               | Health and Population in Developing and Transitional Societies  | 2       |
| PHP 02                               | Foundations of Social Care Policy   | 2       |
| PHP 03                               | Economic Evaluation in Health Care  | 2       |
| CBCS                                 | Elective Foundation   | 2       |
| CBCS                                 | Open Elective   | 2       |
|                                      | First Internship  | 5       |
| <b>SEMESTER III</b>                  |   |         |
|                                      | Field Practicum   | 10      |
| PHP 04                               | Comparative Health Systems and Policies   | 2       |
| <b>SEMESTER IV</b>                   |   |         |
| PHP 05                               | Health Policy and Systems Research  | 2       |
| PHP 06                               | Applied Health Economics and Financing  | 2       |
| Disciplinary<br>Electives<br>(Any 2) | Mental Health<br>Urban Health<br>Health Insurance<br>Advanced Biostatistics<br>Operations Management and Organisational Development | 4       |
|                                      | Dissertation  | 6       |

*Note:* The semester-wise listing of courses and disciplinary electives on offer are provisional, and subject to change.

As some internships are organised in rural and under-served areas of the country, accommodation cannot always be ensured by the internship agencies. In such cases, the students should be prepared to make their own accommodation arrangements.

## Master of Public Health in Social Epidemiology

The Master of Public Health in Social Epidemiology (MPH-SE) programme aims to equip students for a career in various aspects of public health by providing them in-depth understanding of the tools of epidemiology grounded in a societal context. Public health is an organised community effort to ensure the health of populations by understanding the social and environmental determinants of health and diseases in order to prevent diseases and to promote health. The agencies of public health practice could be the health services systems within the government and also non-governmental organisations at regional, national, international levels.

This MPH-SE programme is designed to provide the students with a conceptual understanding of the principles of public health practice by imparting the skills required for developing much needed evidence-based planning, strengthening state health systems and providing technical support to the implementation of national health programmes by diverse agencies. They will be trained to use epidemiology as a tool of programme planning, management and monitoring at every facets of public health practice. Graduates will

be capable of undertaking meaningful research for supporting public health practice and contribute to the effective implementation of public health programmes grounded in societal dynamics.

This Master's degree programme is designed to be completed in two years over four semesters, but has a provision to complete it over a maximum period of 5 years from the date of registration. The programme includes taught courses, two internships and a research project.

Graduates of the MPH-SE programme have been employed by key national organisations like the National AIDS Control Organisation, National and State Health Systems Resource Centres, state health societies, consultancies in public health analytics, major voluntary organisations and also with the growing number of corporate social responsibility programmes. A number of graduates have opted to work with global public health institutions or have gone on to join a doctoral programme in public health where they become full time researchers and teachers in this discipline.

### Distribution of Credit Hours

| Year                 | Details                         | Credits   |
|----------------------|---------------------------------|-----------|
| <b>First</b>         | Foundation Course               | 4         |
|                      | School-based Foundation Courses | 9         |
|                      | Public Health Basic Courses     | 14        |
|                      | MPH-SE Courses                  | 2         |
|                      | Internships                     | 8         |
|                      | Choice Based Courses            | 4         |
| <b>Second</b>        | MPH-SE Courses                  | 14        |
|                      | Internships                     | 8         |
|                      | Dissertation                    | 6         |
|                      | Disciplinary Electives          | 4         |
| <b>Total Credits</b> |                                 | <b>73</b> |

### Semester-Wise Listing of Courses

| Course Code       | Course Title                                    | Credits |
|-------------------|---|---------|
| <b>SEMESTER I</b> |   |         |
| FC                | Foundation Course                               | 4       |
| SFC 01            | Social Science Perspectives on Health           | 2       |
| SFC 02            | Basic Economics and Health Economics            | 3       |
| SFC 03            | Research Methodology – I (Quantitative Methods) | 2       |
| SFC 04            | Research Methodology – II (Qualitative Methods) | 2       |

| Course Code                          | Course Title  | Credits |
|--------------------------------------|---|---------|
| <b>SEMESTER I</b>                    |   |         |
| PBC 01                               | Introduction to Public Health   | 2       |
| PBC 02                               | Introduction to Epidemiology  | 2       |
| PBC 03                               | Public Health Management  | 2       |
| <b>SEMESTER II</b>                   |   |         |
| PBC 04                               | Introduction to Biostatistics   | 2       |
| PBC 05                               | Ethics and Legislation in Public Health   | 2       |
| PBC 06                               | Health Financing including insurance  | 2       |
| PBC 07                               | Health and Population in Developing and Transitional Societies  | 2       |
| PHE 01                               | Social Epidemiology   | 2       |
| CBCS                                 | Elective Foundation   | 2       |
| CBCS                                 | Open Elective   | 2       |
|                                      | First Internship  | 8       |
| <b>SEMESTER III</b>                  |   |         |
| PHE 02                               | Epidemiology of Communicable Diseases   | 2       |
| PHE 03                               | Epidemiology of Non-Communicable Diseases and Mental Illness  | 2       |
| PHE 04                               | Social and Behavioural Influences on Health   | 2       |
| PHE 05                               | Health Systems Research   | 2       |
| PHE 06                               | Ecology and Health  | 2       |
| PHE 07                               | Gender, Health & Rights   | 2       |
|                                      | Second Internship   | 8       |
| <b>SEMESTER IV</b>                   |   |         |
| PHE 08                               | Health Education and Communication  | 2       |
| Disciplinary<br>Electives<br>(Any 2) | Mental Health<br>Urban Health<br>Health Insurance<br>Advanced Biostatistics<br>Operations Management and Organisational Development | 4       |
|                                      | Dissertation  | 6       |

*Note:* The semester-wise listing of courses and disciplinary electives on offer are provisional, and subject to change.

As some internships are organised in rural and under-served areas of the country, accommodation cannot always be ensured by the internship agencies. In such cases, the students should be prepared to make their own accommodation arrangements.

## FACULTY AND STAFF

Dr. K. Anil Kumar  
M.Sc. (Kerala), Ph.D. (IIPS)

Professor and Dean

Dr. Priyanka Dixit  
M.Sc. (BHU), M.Phil., Ph.D. (IIPS)

Assistant Professor

### **Centre for Health and Social Sciences**

Dr. Sivakami Muthusamy  
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Professor and Chairperson

Dr. Shalini Bharat  
M.A., D.Phil. (Allahabad)

Professor and Director, TISS

Dr. K. Anil Kumar  
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Professor

**Centre for Health Policy, Planning and Management**

|   |                                     |
|---|-------------------------------------|
| Dr. Bal Rakshase<br>M.A. (BAMU), Ph.D. (Pune)   | Associate Professor and Chairperson |
| Dr. Shankar Das<br>M.A. (TISS), M.Phil. (NIMHANS), Ph.D. (Mumbai),<br>Dip. in Y.E., Dip in Y.T. (YVN), M.Sc. (LSE),<br>Post Doctorate (Florida) | Professor                           |
| Dr. Kanchan S. Mukherjee<br>M.B.B.S., M.D. (Mumbai), M.Sc. (LSE)  | Professor                           |
| Dr. Soumitra Ghosh<br>M.A. (North Bengal), M.P.S., Ph.D. (IIPS),<br>Post-Doctoral Fellowship (Aarhus)   | Assistant Professor                 |

**Centre for Hospital Management**

|   |                           |
|---|---------------------------|
| Dr. K. Anil Kumar<br>M.Sc. (Kerala), Ph.D. (IIPS)               | Professor and Chairperson |
| Dr. M. Mariappan<br>M.H.M. (MKU), Ph.D. (TISS)                  | Professor                 |
| Dr. Feroz Ikbal<br>M.H.A. (MGU), M.Phil. (MKU), Ph.D. (Osmania) | Assistant Professor       |
| Dr. Dhananjay Mankar<br>M.H.A., MPhil, PhD (TISS)               | Assistant Professor       |

**Centre for Public Health**

|   |   |
|---|---|
| Dr. Nilesh Gawde<br>M.B.B.S., M.D., D.B.M. (Mumbai)           | Assistant Professor (Sr. Scale) and Chairperson |
| Dr. Harshad P. Thakur<br>M.B.B.S., M.D., D.B.M. (Mumbai)      | Professor                                       |
| Dr. Mathew George<br>M.P.H. (MGU), M.Phil., Ph.D. (JNU)       | Associate Professor                             |
| Dr. Narendra V. Kakade<br>M.A. (Mumbai), M.Phil., Ph.D. (JNU) | Assistant Professor (Sr. Scale)                 |
| Dr. V. Gowri<br>M.A., Ph.D. (SVU)                             | Assistant Professor (Sr. Scale)                 |

**School Secretariat**

|                      |                      |
|----------------------|----------------------|
| Ms. Bhargavi Mohan   | Section Officer      |
| Ms. Sarita H. Anchan | Stenographer (Gr-II) |

# SCHOOL OF DEVELOPMENT STUDIES

## INTRODUCTION

The School of Development Studies was established in 2012 to contribute towards the discussion on the politics and practice of development. Till recently, teaching and research in development studies, though focused on development problems of the less developed countries, was anchored in the developed world. Therefore, the School of Development Studies is uniquely placed in initiating a dialogue with the dominant discourses of development through indigenous and locally situated knowledge. The vision of the School is to promote interdisciplinarity and to actively engage with critical issues of development, governance and equity through its research and teaching. The School offers two Master's programmes: Development Studies and Women's Studies.

There are six centres and one research facility located within the School to undertake research on a range of social, economic, cultural and political themes. Each Centre has identified a set of thematic areas as follows:

*Advanced Centre for Women's Studies:* This Centre has a broad inter-disciplinary perspective on knowledge production in gender studies. The major thematic areas of teaching and research are: Feminist Theory, Women's Movements, Feminist Science Studies, Feminist Approaches to Development, Gender and Caste, Gender and Labour, Issues of Indigenous Women and Queering Feminism. The Centre also focuses on documentation, publication, advocacy and extension work in the field of gender studies and networking with various strands of women's movements.

*Centre for Study of Developing Economies:* This Centre is a teaching, research and dissemination hub on specific problems faced by developing economies, such as India. Developing economies are those economies that continue to be backward with respect to the material well-being of people, which is a wider and richer conception of development that transcends traditional income-based parameters and refers to the fundamental and primary conditions of human existence. The major thematic areas are: Agrarian Studies and Rural Development; Macroeconomic Transformation; Banking and Financialisation; International Trade; Public Finance and Fiscal Policy; and Panchayat-level Databases.

*Centre for Population, Health and Development:* This Centre has been consistently engaged in the articulation of the relationship between population, health and development through research in both macro and micro contexts, analysing secondary data and organising empirical studies. The major thematic areas are: Demographic Changes; Population Dynamics and Epidemiological and Nutritional Transitions; Issues of Ageing; Sexual and Reproductive Health.

*Centre for Public Policy, Habitat and Human Development:* This centre is an inter-disciplinary centre that aims to build and advance critical perspectives on the role of state and democracy in reducing poverty, inequality, vulnerability and multiple socio-economic deprivations through synergised civic intervention. The major thematic areas are: State and Democracy; Public Policy; Urban and Regional Development; Poverty, Inequality and Human Development; Minorities and Development; Ethnic Conflicts and Violence; Legislative and Electoral Research.

*Centre for Study of Developing Societies:* This centre aims to unravel the dynamics and the multiple relationships implicit in the two defining terms: society and development. The uniqueness of this centre lies in its ability to apply and train students in understanding the dynamics of change in Indian society through the lens of a 'sociological imagination'. The major thematic areas are: Sociology of India; Ethnography and Qualitative Research Methods; Anthropology and Development; Agrarian Society and Agrarian Change; Rural Social Institutions and Everyday State; Urban Space and Politics; Visual Anthropology; Gender and Women's Studies; Caste and Tribal Studies; Culture and Development; Cultural Resistance.

*Centre for Social Theory:* This centre is envisaged as a space that will enable faculty, students and research scholars to engage creatively with social theory. The recognition of the emancipatory potential of social theory and the criticality of theory in making experience known and understood is at the crux of this endeavour. The major thematic areas are: Humanism; Post-structuralism; Philosophies of Exclusion; Indigenous Science and Technology; Heterodox and Orthodox Indian Philosophies; Links between Social Theory and Social Work.

## PROGRAMME DETAILS

### M.A. Development Studies

The M.A. programme in Development Studies engages with development debates and paradigms from the dual vantage points of the experiences of marginalised communities and the construction of knowledge in the global South. The course imparts skills such as developing analytical thinking; learning to read and interpret texts and data critically; building cogent arguments from available data and articulating connections between human experience and abstract theoretical ideas.

These learning objectives are realized through the components of foundation courses, disciplinary anchors, thematic electives, data analytics, field-based learning and dissertation writing. The disciplinary anchors draw on the idea of interdisciplinarity while strengthening students' knowledge of certain core disciplines, central to development studies. The thematic electives further consolidate students' knowledge in chosen disciplines in the context of thematic areas such as gender, environment, public policy, social exclusion and health. A vital part of the MA programme is a renewed focus on research methodology and field-based learning. The thematic electives provide opportunities for field exposure/ field visits, wherever possible. Through basic and

advanced courses, students are trained in multiple methodologies and essential skills for comprehending and undertaking research in development. The dissertation enables hands-on learning in designing and conducting independent research, gathering primary data through surveys, participant observation and intensive field research; organising and presenting varied sets of data; interpreting and analysing secondary and primary data; conducting monitoring and evaluation exercises; and writing and presenting their research to varied audience.

The faculty associated with this programme are trained in disciplines such as economics, sociology and social anthropology, political science, psychology, geography, and population studies. They research and write regularly on the role of the state, markets, social institutions and civil society and how these shape development trajectories in India. Students who graduate with this degree find their professional career in academic institutions pursuing interdisciplinary research and teaching in development studies; in government departments and organisations; in the research and development sector; in the corporate sector; in research consultancy firms; and in development journalism.

#### Distribution of Credit Hours

| Year                      | Detail                            | Credit    |
|---------------------------|-----------------------------------|-----------|
| <b>First</b>              | Foundation Course                 | 4         |
|                           | Disciplinary Course (Compulsory)  | 24        |
| <b>Second</b>             | Disciplinary Course (Compulsory)  | 14        |
|                           | Dissertation                      | 12        |
| <b>First &amp; Second</b> | Disciplinary Course (Elective)    | 6         |
|                           | Foundation Course Elective (CBCS) | 2         |
|                           | Open Elective (CBCS)              | 2         |
| <b>Total</b>              |                                   | <b>64</b> |

#### Semester-wise Listing of Compulsory Courses

| Course Code       | Course Titles                                | Credits |
|-------------------|--|---------|
| <b>SEMESTER I</b> |  |         |
| FC                | Foundation Course                            | 4       |
| DS 01             | Concept, History and Theories of Development | 4       |
| DS 03             | Methods of Social Research (Quantitative)    | 2       |
| DS 21             | State and Democracy                          | 2       |
| DS 22             | Anthropology and Development                 | 2       |



| Course Code  | Course Titles  | Credits |
|--|--|---------|
| <b>SEMESTER I</b>  |  |         |
| DS 23  | Methods of Social Research (Qualitative)                       | 2       |
| DS 25  | Development and Social Justice                                 | 2       |
| DS 29  | Social Research – Design and Applications                      | 2       |
| <b>SEMESTER II</b>   |  |         |
| DS 02  | Contemporary Indian Economy                                    | 2       |
| DS 09  | Social Sector and Development                                  | 2       |
| DS 24  | Geography of Development                                       | 2       |
| <i>Select <b>any one</b> between DSO 8 and DSO 25</i>          |  |         |
| DSO 08   | Advanced Quantitative Research Methods                         | 2       |
| DSO 25   | Advanced Qualitative Research Methods                          |         |
| CBCS   | Elective Foundation  | 2       |
| CBCS   | Open Elective  | 2       |
| <b>SEMESTER III</b>  |  |         |
| DS 04  | Development Economics  | 2       |
| DS 20  | Sociology of Economic Life: Concepts and Critical Perspectives | 2       |
| DS 26  | Effective Social Science Writing                               | 2       |
| DS 27  | Philosophical Foundations of Development Research              | 2       |
| DS 28  | Food Security and Development                                  | 2       |
| <b>SEMESTER IV</b>   |  |         |
| DS 12  | Inequality, Poverty and Human Development                      | 2       |
| <i>Select <b>any one</b> between DSO 13, DSO 33 and DSO 34</i> |  |         |
| DSO13  | GIS & Remote Sensing in Development Research                   | 2       |
| DSO33  | Project Management & Evaluation Methodologies                  | 2       |
| DSO34  | Computer Application   | 2       |

Note: The semester-wise listing of courses is provisional and may undergo some changes.

The period between Semesters I and II would be used by students for dissertation related field research and Internship.

#### Disciplinary Electives (Optional Courses)

| Course Code         | Course Titles   | Credits |
|---------------------|---|---------|
| <b>SEMESTER II</b>  |   |         |
| DSO 01              | Principles of Economics - Microeconomics              | 2       |
| DSO 07              | Principles of Economics - Macroeconomics              | 2       |
| DSO 17              | Industrialisation, Globalisation and Labour           | 2       |
| DSO 26              | Theoretical Approaches to Gender and Development      | 2       |
| DSO 27              | Cities and Development                                | 2       |
| DSO 28              | Geopolitics, Development and Conflict                 | 2       |
| DSO 39              | Education, Development and Social Justice             | 2       |
| <b>SEMESTER III</b> |   |         |
| DSO 04              | Public Policy: Theories and Processes                 | 2       |
| DSO 05              | Political Economy of International Development        | 2       |
| DSO 14              | Public Finance  | 2       |
| DSO 20              | Agrarian Relations, Agriculture and Rural Development | 2       |

| Course Code         | Course Titles   | Credits |
|---------------------|---|---------|
| <b>SEMESTER III</b> |   |         |
| DSO 21              | Social Movements and Social Change                              | 2       |
| DSO 29              | Population, Ageing and Development                              | 2       |
| DSO 30              | Social Exclusion in India: Caste, Tribe and Other Minorities    | 2       |
| DSO 32              | Legislative Politics & Electoral Management                     | 2       |
| DSO 36              | Environment, Climate Change and Sustainability                  | 2       |
| <b>SEMESTER IV</b>  |   |         |
| DSO 31              | Philosophy and Postcolonial India                               | 2       |
| DSO 35              | Corporate Social Responsibility (CSR) and Development           | 2       |
| DSO 37              | Modernity and Multiplicity: Critical and Experiential Histories | 2       |
| DSO 38              | Gender, Livelihoods and Development                             | 2       |
| DSO 40              | Gender Based Violence, Culture and Human Rights                 | 2       |
| DSO4 1              | Self-Study  | 2       |

*Note:* Students have to opt for a total of 10 credits, of which 6 credits have to be chosen from the 22 optional courses listed in the table above over Semesters II, III and IV. 4 credits have to be chosen from the list of CBCS courses offered in Semester II at the Institute level (2 credits from Foundation Electives and 2 credits from Open Electives).

Please note that all optional courses (listed in the table above) may not be offered every year. The details regarding the same will be provided by the School Secretariat before the commencement of each semester.

## M.A. Women's Studies

The M.A. in Women's Studies, launched in 2009, builds on an earlier experience of teaching and research in Women's Studies at TISS. Women's Studies has had an organic link with the women's movement in India and the struggles of all marginal groups in society. It is engaged with various academic disciplines to evolve a critical perspective on gender in society as well as in knowledge production in the field.

Students in this programme are exposed to debates and areas of inter-disciplinary feminist research, and relevant methodologies. At the same time, they learn a range of analytical and field-based skills, which will equip them for professional careers in academia as researchers and teachers; in journalism; in culture and the arts;

as development workers and activists; in civil and administrative functions of the government, especially in women and gender departments; and in national and international organisations working on women and gender issues. In fact, this programme will be useful to people from all fields who would like to use feminist knowledge to question, critique and make changes in whatever area of work they may be involved in.

The faculty come from a range of disciplinary backgrounds in economics, anthropology, medicine, science studies, sociology, history, political science, legal studies, education, philosophy, language and literature, always incorporating a critical feminist approach.

### Distribution of Credit Hours

| Year          | Details                          | Credits   |
|---------------|----------------------------------|-----------|
| <b>First</b>  | Foundation Course                | 4         |
|               | Elective Foundation (CBCS)       | 2         |
|               | Open Elective (CBCS)             | 2         |
|               | Disciplinary Course (Compulsory) | 24        |
|               | Field Attachment                 | 8         |
| <b>Second</b> | Disciplinary Course (Compulsory) | 12        |
|               | Disciplinary Course (Elective)   | 4         |
|               | Research Dissertation            | 8         |
| <b>Total</b>  |                                  | <b>64</b> |

**Semester-wise Listing of Courses**

| <b>Course Code</b>                                      | <b>Course Title</b>  | <b>Credit</b> |
|---|--|---------------|
| <b>SEMESTER I</b>                                       |  |               |
| FC  | Foundation Course  | 4             |
| DS 03   | Methods of Social Research (Quantitative)                                  | 2             |
| DS 23   | Methods of Social Research (Qualitative)                                   | 2             |
| WS 01   | Women, History and Society: Feminist Theories and Perspectives             | 2             |
| WS 02   | Women's Movement in India  | 2             |
| WS 03   | Feminist Science Studies   | 2             |
| WS 22   | Development, Feminist Politics and Praxis                                  | 4             |
| <i>Optional Course</i>                                  |  |               |
| DS 29*  | Social Research: Design and Applications                                   | 2             |
| <b>SEMESTER II</b>                                      |  |               |
| <i>Compulsory Courses</i>                               |  |               |
| WS 05   | Feminist Research Methodology and Practices                                | 2             |
| WS 06   | Women and Work: History of Transformation                                  | 2             |
| WS 08   | Women, Sexualities and Violence  | 2             |
| WS 18   | Feminist Legal Studies   | 2             |
| WS 21   | Field Attachment with Analytical Report                                    | 8             |
| WS 23   | Caste, Class and Gender: Theoretical Perspectives                          | 2             |
| CBCS  | Elective Foundation  | 2             |
| CBCS  | Open Elective  | 2             |
| <b>SEMESTER III</b>                                     |  |               |
| <i>Compulsory Courses</i>                               |  |               |
| WS 24   | Identity, Women's Citizenship and Governance                               | 2             |
| WS 25   | Feminist Perspectives on Gender and Health                                 | 2             |
| WS 26   | Women's Issues in Tribal and Indigenous Communities                        | 2             |
| WS 27   | Women's literature in South Asia: Representations, Practices, Perspectives | 2             |
| WS 30   | Gender and Public Policy: Concepts, Measures, Strategies                   | 2             |
| <i>Disciplinary Elective / Optional Courses (Any 2)</i> |  |               |
| WS 10   | Gender Media and Culture   | 2             |
| WS 29   | Queering Feminism  | 2             |
| WS 31   | Family Structures and Violence within Families: Interventions by the State | 2             |
| <b>SEMESTER IV</b>                                      |  |               |
| WS 15   | Gender, Ideology and Education   | 2             |
| WS 20   | Research Dissertation  | 8             |

*Note:* The semester-wise listing of courses is provisional and may undergo some changes.

Students should opt for a total of 8 credits, out of which 4 credits are to be opted from the list of courses in this table. The remaining 4 credits are to be opted from the list of CBCS Courses (2 credits from Foundation Electives and 2 credits from Open Electives) offered in Semester II.

\* DS 29 is an optional for M.A. Women's Studies students and is connected to the DS 03 and DS 23 courses.

**FACULTY AND STAFF**

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***Centre for Population, Health and Development***

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***Centre for Public Policy, Habitat and Human Development***

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Associate Professor and Chairperson

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Professor

Dr. Abdul Shaban  
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***Centre for Social Theory***

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***Centre for Study of Developing Economies***

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Professor and Chairperson

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Professor

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Professor (On Lien)

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Associate Professor

***School Secretariat***

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Assistant

Ms. Sheetal S. Borade  
B.Com., (Mumbai)

Stenographer (Gr-III)

# SCHOOL OF EDUCATION

## INTRODUCTION

Indian education stands at an important juncture with the enactment of the Right to Education Act, 2009, making elementary education free and compulsory for all children in the age group of 6–14 years. Simultaneously, there has also been expansion of secondary education, and wide-reaching reforms in the higher education sector. The increase in the diversity of student backgrounds, needs and social contexts necessitates a comprehensive response from state and civil society organisations in terms of addressing this diversity and supporting meaningful inclusion in education. Given the wide social disparities of access and participation in education in India, this response must necessarily be informed by the principles of equity and social justice across the entire education spectrum — from school education to higher education and in all substantive aspects relating to curriculum, pedagogy and assessment.

The School of Education, set up in 2012, focuses on teaching, research and extension along these lines as they relate to education as an area of academic inquiry as well as a site of practice. The focus of the School's teaching and faculty research has been on strengthening social science perspectives in the wider domain of Education Studies through critical, interdisciplinary engagement with issues and priorities emerging from global and local educational policy reforms and their impact on social equity and quality education for all. Research by school faculty include curriculum and pedagogy studies, sociological and historical studies of schooling, studies of teacher education, social exclusion, learning and assessment, and gender studies. These research studies engage with social and political processes underlying the relationship of education and development in the contemporary Indian context with a focus on equity and social justice.

## PROGRAMME DETAILS: M.A. Education (Elementary)

The M.A. in Education (Elementary) (MAEE) programme is a unique academic programme that caters to the needs of working professionals and practitioners in the field. MAEE students come from a diverse range of backgrounds and are engaged both part-time and full-time in different areas of education, from government schools to community-based organisations.

Launched in 2006 through the collaborative effort of three deemed universities (TISS, National Institute of Advanced Studies, and Homi Bhabha Centre for Science Education) and three civil society organisations (Eklavya, Vidya Bhavan, and Digantar), the MAEE programme at TISS is the only one of its kind in the country, combining rigorous academic coursework in social science perspectives and educational theory, with a connection to grounded educational practice.

The MAEE programme aims to enhance knowledge, capacities and orientations that are relevant to strengthening elementary education in the country. Students completing this programme develop a critical and reflective understanding of the core and foundational areas of education, including

theory and research, with special reference to India. The programme is designed to include thematic, issue-based courses that are of current significance in the Indian context. Students also develop special expertise in chosen areas of study relating more directly to professional needs: for example, curriculum, pedagogy, teacher development, material development, education of children with special needs, leadership and management issues, gender issues in education, etc.

This programme is conducted in the blended mode, involving 4 weeks of contact classes and 12 weeks of distance learning in Semesters I and III and 3.5 weeks of contact classes and 12.5 weeks of distance learning in Semesters II and IV. This model has been chosen as a way of facilitating participants to combine work with study. The contact classes are held at the TISS Mumbai campus. Teaching-learning during the rest of the semester is carried out based on planned weekly/ fortnightly reading, study and regular assignments to be shared with faculty and other peers, primarily through the Internet using a learning management system.

**Distribution of Credit Hours**

| Year                 | Detail           | Credit    |
|----------------------|------------------|-----------|
| <b>First</b>         | 6 Courses        | 30        |
| <b>Second</b>        | 6 Courses        | 30        |
|                      | Field Attachment | 6         |
| <b>Total Credits</b> |                  | <b>66</b> |

**Semester-wise Listing of Courses**

| Course Code  | Course Title                                 | Contact<br>(1 credit =<br>15 hours) | Distance<br>Credits<br>(1 credit =<br>30 hours) | Total<br>Credits |
|--|--|-------------------------------------|---|------------------|
| <b>Semester I</b><br><b>(Odd Semester): 4 weeks of contact and 12 weeks of distance period</b>       |  |                                     |   |                  |
| BC 01  | Philosophy of Education                      | 2.5                                 | 2.5   | 5                |
| BC 10  | History of Education                         | 2.5                                 | 2.5   | 5                |
| BC 04  | Child Development, Cognition and Learning I  | 2.5                                 | 2.5   | 5                |
| <b>Semester II</b><br><b>(Even Semester): 3.5 weeks of contact and 12.5 weeks of distance period</b> |  |                                     |   |                  |
| BC 02  | Sociology of Education I                     | 2.5                                 | 2.5   | 5                |
| BC 07  | Curriculum and School                        | 2.5                                 | 2.5   | 5                |
| OCA  | Optional Course A                            | 2.5                                 | 2.5   | 5                |
| <b>Semester III</b><br><b>(Odd Semester) 4 weeks of contact and 12 weeks of distance period</b>      |  |                                     |   |                  |
| BC 05  | Child Development, Cognition and Learning II | 2.5                                 | 2.5   | 5                |
| BC 06  | Language, Mind and Society                   | 2.5                                 | 2.5   | 5                |
| BC 08  | Research Methods                             | 2.5                                 | 2.5   | 5                |
| <b>Semester IV</b><br><b>(Even Semester) 3.5 weeks of contact and 12.5 weeks of distance period</b>  |  |                                     |   |                  |
| BC 03  | Sociology of Education II                    | 2.5                                 | 2.5   | 5                |
| BC 09  | Policy, Institutions and Practices           | 2.5                                 | 2.5   | 5                |
| OCB  | Optional Course B                            | 2.5                                 | 2.5   | 5                |
| FA   | Field Attachment and Presentation of Report  | 1                                   | 5   | 6                |
| <b>Total</b>   |  | <b>31</b>                           | <b>35</b>                                       | <b>66</b>        |

Notes: 1. Optional Courses A and B are to be chosen from the following with at least one optional from each group.

Optional Group A comprises: OC1 First Language Pedagogy, OC2 Pedagogy of Mathematics, OC3 Pedagogy of Social Sciences, and OC4 Science Education.

Optional Group B comprises: OC5 Education Leadership and Management, OC6 Materials Design and Development, OC7 Teacher Professional Development, OC8 Gender and Education, OC9 Education of Children with Special Needs and OC10 Caste, Tribe and Education, OC11 ICT and Education.

- The duration of the programme is two years. However, there is also a flexible option of taking fewer courses in a semester and completing the programme over a period of four years. This is based on the prerequisites defined for each course. (For more details, students must refer to the rules guiding the MAEE programme on pages 22 and 23)
- The semester-wise listing of courses is provisional, and may undergo some changes.

## **FACULTY AND STAFF**

Dr. Disha Nawani  
M.A., M.Phil., Ph.D. (JNU)

Professor and Dean

### ***Centre for Education***

Dr. Sthabir B. Khora  
M.A. (Hyderabad), Ph.D. (TISS)

Associate Professor and Chairperson

Dr. Nandini Manjrekar  
M.Sc. (Mumbai), M.Phil., Ph.D. (MSU)

Professor (on sabbatical leave)

### ***School Secretariat***

Ms. Manisha B. More  
M.C.A., PGDCA (IGNOU), Dip. in Comp. Appn. (Mumbai)

Assistant



# SCHOOL OF HABITAT STUDIES

## INTRODUCTION

The School of Habitat Studies (SHS) focuses on providing a comprehensive response to the knowledge-related needs of the society in the habitat sector. The field of habitat studies draws from governance, economics, environmental science, the social sciences, engineering, architecture and management. The key agenda of the School involves creation, dissemination, and application of relevant and useful knowledge about planning, design, development, management, regulation and governance towards sustainable habitats in the context of global challenges like climate change. The School, which is a hub for knowledge excellence, strives to develop professional capacities in the field

of habitat studies through academic teaching and professional training that incorporate both social and technical skills.

The SHS offers four Master's Degree programmes and conducts its research, capacity building, advocacy and analytical work through four Centres and one research facility.

- Centre for Climate Change and Sustainability Studies
- Centre for Science, Technology and Society
- Centre for Urban Policy and Governance
- Centre for Water Policy, Regulation and Governance

## PROGRAMME DETAILS

### M.A./M.Sc. Climate Change and Sustainability Studies

The two-year programme in M.A./M.Sc. in Climate Change and Sustainability Studies is a pioneering initiative of the SHS, that was initiated on the occasion of the 20th anniversary of the Earth Summit at Rio, held in 1992. In the 20 years since Rio, both the issues of climate change as well as sustainability have become significantly more urgent.

The programme attempts to provide a base for further interdisciplinary research and learning on issues emerging from the interface of human society with the geophysical and the biological environment, both in the local and global sense. The various forms and aspects of this interaction are examined in detail in the programme. The emphasis is on understanding the ecological and the economic, and the socio-political sustainability of these interactions in the light of developmental objectives and ecological constraints. The issues of economic development, poverty, human development and equity would be revisited and their interlinkages with the environment explored.

This programme has a special focus on the issue of climate change, which is among the most urgent global environmental concerns confronting the world today. The programme seeks to build amongst the students an in depth understanding of the multi-dimensional and complex nature of climate change

through comprehensive and thorough engagement with relevant scholarship and field studies and interaction with practitioners, grass-roots workers and activists from communities and movements. This entails looking into the reasons behind climate change, its impacts, the vulnerabilities of the future in the era of climate change and the complex responses required in terms of climate change mitigation and adaptation.

This programme is based on an intensive four-semester schedule that combines theoretical perspectives and substantial fieldwork. Graduates from this programme will have a wide range of capabilities that will enable them to work and intervene in a number of possible locations, including development organisations, government agencies, departments and projects, academia, and other civil society and community-based organisations. It also provides the necessary background for students to potentially work in the field of climate change and sustainability with industry, both in the public and private sectors. The extensive space devoted to dissertation work enables students to direct their learning towards working in any thematic locations of their choice in the future.

The programme specifically involves teaching and inter-disciplinary dissertation work in areas including

climate policy, energy and energy policy including renewables, water and water policy and governance, natural resource economics and economics of climate change, governance issues including natural resources and local and global environmental governance, sustainability issues in industry, etc.

In summary, the programme:

Provides students with knowledge of the scholarship in climate change, sustainability and sustainable development, based on a sound introduction to the study of development in general.

Teaches students to critically assess climate mitigation

and adaptation principles and practices, and sustainability principles and practices.

Provides students with the conceptual and practical tools to evaluate developments in key sectors such as energy and water on the basis of their scientific, economic, and technological merits, as well as on their potential to contribute to broad societal goals such as development and poverty eradication, environmental protection and enabling equity.

Teaches students to locate and map vulnerabilities with respect to the environment and climate, but also taking account of social vulnerabilities including those due to caste, class and gender.

### Distribution of Credit Hours

| Year                 | Detail                                  | Credits   |
|----------------------|---|-----------|
| <b>First</b>         | Foundation Course                       | 4         |
|                      | Core Courses                            | 30        |
|                      | Institute Electives (Open & Foundation) | 4         |
|                      | Fieldwork/Internship                    | 2         |
| <b>Second</b>        | Core Courses                            | 13        |
|                      | Disciplinary Electives                  | 4         |
|                      | Dissertation                            | 8         |
|                      | Fieldwork/Internship                    | 4         |
| <b>Total Credits</b> |   | <b>69</b> |

### Semester-wise Listing of Courses

| Course Code        | Course Title  | Credits |
|--------------------|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC                 | Foundation Course   | 4       |
| CC&SS 01           | Concepts and Theories of Development  | 4       |
| CC&SS 02           | Eco-systems and Habitats  | 2       |
| CC&SS 03           | Perspectives on Science, Technology and Society                             | 2       |
| CC&SS 04           | Research Methods - I  | 2       |
| CC&SS 05           | Introduction to GIS   | 2       |
| <b>SEMESTER II</b> |   |         |
| CC&SS 06           | Research Methods - II   | 2       |
| CC&SS 07           | Introduction to Sustainability Studies                                      | 2       |
| CC&SS 08           | Introduction to Climate Science   | 2       |
| CC&SS 9.1          | Energy and Climate Change Mitigation - I                                    | 2       |
| CC&SS 10           | Water and Sustainable Development - I                                       | 2       |
| CC&SS 11           | Vulnerability, Adaptation and Livelihoods                                   | 4       |
| CC&SS 12           | Basic Concepts in Economics & Environmental and Natural Resource Economics* | 4       |
| CBCS               | Elective Foundation   | 2       |

| Course Code         | Course Title   | Credits |
|---------------------|--|---------|
| <b>SEMESTER II</b>  |  |         |
| CBCS                | Open Elective  | 2       |
|                     | Urban Fieldwork (2 Weeks)**                                      | 2       |
| <b>SEMESTER III</b> |  |         |
| CC&SS 9.2           | Energy and Climate Change Mitigation - II                        | 2       |
| CC&SS 13            | Global Environmental Governance                                  | 2       |
| CC&SS 14            | Natural Resource Governance                                      | 3       |
| CC&SS 15            | Economics of Climate Change                                      | 2       |
|                     | Disciplinary Electives (Choose any two for a total of 4 credits) |         |
| CC&SS 16            | Elective 1: Climate Change Modelling                             | 2       |
| CC&SS 17            | Elective 2: Energy Modelling                                     | 2       |
| CC&SS 18            | Elective 3: Sustainable Cities                                   | 2       |
| CC&SS 19            | Elective 4: Extreme Events and Disasters                         | 2       |
| CC&SS 20            | Macro Data Analysis  | 2       |
| CC&SS 21            | Project/Dissertation***  | 2       |
|                     | Rural Fieldwork (3 Weeks)**                                      | 4       |
| <b>SEMESTER IV</b>  |  |         |
| CC&SS 23            | Technical Skills in Environment and Sustainability               | 2       |
| CC&SS 24            | Project/ Dissertation  | 6       |
|                     |  |         |

**Notes:**

- \* Basic Concepts in Economics and Environmental and Natural Resource Economics will run in sequence.
- \*\* Students will be charged Rs. 4000 in Semester I for Urban Fieldwork and Rs. 8000 in Semester II for the Rural fieldwork. Charges are waived for students on Gol-PMS Scholarship.
- \*\*\* Project/Dissertation work will begin in Semester II. Students are expected to do preliminary/exploratory fieldwork in summer after Rural Fieldwork. The Project Work or Dissertation Research is an independent work by a student on any relevant topic connected with the theme of concentration chosen under the guidance of a faculty member (and outside expert, if needed). Project/Dissertation credits are spread over Semesters III and IV. Proposal preparation and presentation for the Project/Dissertation will take place around 3rd week of Semester III.
- \*\*\*\* Semester IV begins with fieldwork of 10 weeks or more (till Dec. 15th) from the start of the vacation after Semester III.

**M.A./M.Sc. Regulatory Governance**

The M.A./M.Sc. programme in Regulatory Governance seeks to provide a comprehensive understanding of contemporary regulation theory and emerging regulatory practice models, both at the national and international levels, taking on board oft-neglected critical dimensions such as equity, environment, democratic participation, and sustainability concerns. It is a multi-disciplinary programme and aims to develop socially responsible and environmentally conscious professionals in the emerging field of regulatory governance.

Regulation is broadly understood as an effort by the state to address social or environmental risk, market failure, or equity concerns through rule-based direction of social and individual action (as defined by

Planning Commission, Gol, see: [planningcommission.nic.in/reports/genrep/infra\\_reglawl.pdf](http://planningcommission.nic.in/reports/genrep/infra_reglawl.pdf)). The State currently regulates the private and public business sectors (like infrastructure, services, finance, technology, consumer goods) as well as social sectors (like public services, public health, safety, environment, human rights) in India. Regulation is done either by specially constituted autonomous regulatory agencies (such as the Electricity Regulatory Commission, Telecom Regulatory Authority of India, Competition Commission of India) or by the respective government departments and ministries, administering the sector. Regulation seeks to achieve critical social, economic, and environmental goals including controlling monopoly practices, providing

a level playing field for competition, protecting rights, promoting equity, enhancing efficiency, cost-effectiveness, improving service quality, and reducing or ameliorating environmental impacts. There are various tools and mechanisms used for regulation such as tariff setting, determining quota or entitlement, setting service and other standards, adjudication, permits and concession contracts, and monitoring and enforcement.

The programme equips the students with strong conceptual and theoretical understanding, as well as practical skills to analyse and design regulatory solutions for a given problem. This combination of theory and practical skills will help students to effectively engage with regulatory activities and processes, in various sectors. The programme is systematically structured as a sequence of courses of the following types, which act as its building blocks: (a) foundation courses, (b) perspective

courses providing exposure to critical debates, (c) theory courses, (d) skill building components, (e) courses providing exposure to field, and (f) practical components. It provides an opportunity to build perspectives and skills within this complex discipline, through active learning from skilled experts and practitioners in the field.

The programme is open to students from diverse disciplinary backgrounds ranging from economics, engineering, law, public policy, public administration, management, finance, political science, social work, pharmaceuticals, health and biotechnology, to name a few.

The employment prospects for students after graduation in this emerging field are expected to be very high. Students of this programme will find employment in institutions and agencies within the burgeoning regulatory domain, ranging from government bodies, independent regulatory institutions, private and public sector enterprises, non-governmental organisations, law firms, management consultants and research centres.

#### Distribution of Credit Hours

| Year                 | Detail                                  | Credits |
|----------------------|---|---------|
| <b>First</b>         | Foundation Course                       | 4       |
|                      | Core Courses                            | 29      |
|                      | Institute Electives (Open & Foundation) | 4       |
|                      | Fieldwork/Internship                    | 1       |
| <b>Second</b>        | Core Courses                            | 12      |
|                      | Disciplinary Electives                  | 6       |
|                      | Dissertation                            | 8       |
|                      | Fieldwork/Internship                    | 1       |
| <b>Total Credits</b> |   | 65      |

#### Semester-wise Listing of Courses

| Course Code        | Course Title  | Credits |
|--------------------|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC                 | Foundation Course   | 4       |
| RG 01              | Introduction to Public Policies: Concepts, Theory, and Practice | 2       |
| RG 02              | Indian Legislative, Legal, and Administrative System            | 2       |
| RG 03              | Concepts and History on Regulatory Governance                   | 2       |
| RG 04              | Basics of Financial Analysis                                    | 2       |
| RG 6-I             | Economics for Regulation  | 2       |
| RG 07              | Research Methods I  | 2       |
| <b>SEMESTER II</b> |   |         |
| RG 05              | Theories and Perspectives in Regulatory Governance              | 2       |
| RG 6-II            | Economics for Regulation  | 1       |

| Course Code         | Course Title   | Credits                        |
|---------------------|--|--------------------------------|
| <b>SEMESTER II</b>  |  |                                |
| RG 08               | Financial Aspects of Regulation                                | 2                              |
| RG 09               | Regulatory Impact Analysis                                     | 2                              |
| RG 10               | Instruments of Regulation – I                                  | 2                              |
| RG 12               | Research Methods - II  | 2                              |
| RG 13               | Introductory Course on Sectoral Regulation                     | 4                              |
| RG 14               | Law for Regulation   | 2                              |
| RG 15               | Regulatory Clinic-I  | 1                              |
| CBCS                | Elective Foundation  | 2                              |
| CBCS                | Open Elective  | 2                              |
|                     | Summer Internship  | (non-credit,<br>non-mandatory) |
| <b>SEMESTER III</b> |  |                                |
| RG 11               | Basic Course on Regulatory Skills                              | 1                              |
| RG 16               | Introduction to Social and Environmental Regulatory Rationales | 2                              |
| RG 17               | Instruments of Regulation – II                                 | 3                              |
| RG 19 to 22, 29     | Elective in Sectoral Regulation I, II, III*                    | 6                              |
| RG 23               | Research Design: Theory and Practicum                          | 2                              |
| RG 24               | Regulatory Clinic - II   | 1                              |
| RG 25               | Project or Dissertation - I                                    | 2                              |
| <b>SEMESTER IV</b>  |  |                                |
| RG 26               | Advanced Themes in Regulatory Governance (Modular)**           | 2                              |
| RG 27               | Project or Dissertation - II                                   | 6                              |
| RG 28               | Policy Assignment  | 2                              |

Notes: \*Students have to choose 3 sectoral courses and the tentative sectors identified for the electives are: Electricity Regulation, Food Safety Regulation, Micro-finance Regulation, and Water Regulation.

\*\*The tentative list of the probable themes includes Public Private Partnerships (PPP), Infrastructure Finance, Self-regulation, Advanced Theme in Competition, and Regulation of Emerging Technologies.

## M.A./M.Sc. Urban Policy and Governance

The two-year M.A./M.Sc. programme in Urban Policy and Governance is the first of its kind in India. It aims to build a comprehensive understanding of urban realities, processes and challenges in India and the Global (and globalising) South. Apart from imparting interdisciplinary insights from different contexts, the programme also equips students to intervene effectively in urban issues through work in public, private and civil society organisations. The alumni of this programme are currently pursuing promising careers in all three sectors.

The programme examines the origins, foundations, development, and implementation of public policy related to cities and urbanisation in India. It engages critically with policies, plans, laws and initiatives, as well as with the diverse social, economic, political, and cultural factors that shape them. The urban

is conventionally studied as a static system, in a compartmentalised manner. This programme conceives it as an open, multi-dimensional, evolving formation involving many forces: the natural and built environment; political, economic, social and cultural processes, structures and institutions; human, technical and managerial knowledge and capacities; and the lived experiences of people on the ground, among other things. It also examines how different policies affect different social groups and classes, and how they, in turn, respond to, and shape these policies. A key ambition of the programme is to re-imagine the urban in India, and the Global South, especially in the context of globalization and climate change. The guiding perspective emphasises democratic, equitable, socially just, culturally sensitive, and technically sound processes and outcomes.

The programme structure includes programme specific courses on the one hand, and a mix of mandatory Foundation Courses and choice-based courses (CBCS) offered at the Institute level on the other. The programme specific courses are of four kinds: Core, Research Methods and Practices, Elective Courses, and Concentrations. The Core courses of the programme introduce the student to key dimensions, contexts, issues and mechanisms related to urban processes and realities. These include, for instance, introductions to South Asian urbanisation; the interplay between urban politics, governance and policies; the urban 'metabolism' produced by various infrastructures and its social life. Two sets of Elective Courses are offered within the programme. One set is devoted to deeper exploration of different urban 'sectors' like water, housing, and sanitation. Another seeks to impart 'skills' like GIS, macro data analysis, and project impact assessment (EIA/SIA). There are also five courses in the Research Method and Practice

set, two of which introduce research methodology, while the others offer very different experiences of actively doing research involving field immersion and group work. In the second year, the student chooses one of the Concentrations on offer to develop a more in-depth understanding of a particular thematic area of research and practice, which culminates in an independent research project or dissertation conducted with the guidance of a faculty member. Projects address practical problems and challenges, while dissertations contribute to creating academic knowledge. Both require independent work and systematic research by the student. Work on Project/ Dissertation commences in the 3rd semester with the submission of a research proposal.

Faculty at the School engage in research projects along these key themes and this experience feeds into the classroom teaching and exercises. Course teachers and students both benefit from this dynamic and interactive learning process.

#### Distribution of Credit Hours

| Year                 | Detail                                  | Credits      |
|----------------------|---|--------------|
| <b>First</b>         | Foundation Course                       | 4            |
|                      | Core Courses                            | 20           |
|                      | Institute Electives (Open & Foundation) | 4            |
|                      | Disciplinary Electives                  | 6 or 4 or 2* |
|                      | Research Methods and Practice           | 7            |
| <b>Second</b>        | Core Courses                            | 6            |
|                      | Disciplinary Electives                  | 2 or 4 or 6* |
|                      | Dissertation/Concentration              | 10           |
|                      | Research Methods and Practice           | 5            |
| <b>Total Credits</b> |   | <b>64</b>    |

*Note:\** Students must undergo 8 credits in all through a combination of sectoral electives and skill courses. They must minimally choose 1 course in both these groups and a maximum of 3 courses in each group. Courses in each of the groups have been presented together in the table above for comprehension and not necessarily in the sequence of teaching.

#### Semester-wise Listing of Courses

| Course Code       | Course Title  | Credits |
|-------------------|---|---------|
| <b>SEMESTER I</b> |   |         |
| FC                | Foundation Course   | 4       |
| UPG 01            | Public Policy and Governance: Theory, Analysis and Advocacy | 2       |
| UPG 02            | Research Methods – I  | 2       |
| UPG 03            | Ecosystems and Habitat                                      | 2       |
| UPG 07            | South Asian Cities and Urbanisation - I                     | 2       |
| UPG 08            | Urban Governance, Politics and Policies (Part I)            | 2       |
| UPG 32            | Basic Economics   | 2       |

| Course Code  | Course Title   | Credits |
|--|--|---------|
| <b>SEMESTER II</b>   |  |         |
| UPG 06   | Research Methods - II  | 2       |
| UPG 09   | Urban Planning: Challenges and Current Practices             | 2       |
| UPG 10   | Summer/Winter Institute*                                     | 3       |
| UPG 11   | Urban Poverty and Exclusion                                  | 2       |
| UPG 13   | South Asian Cities and Urbanisation - II                     | 2       |
| UPG 29   | Urban Economics  | 2       |
| Sectoral Electives: Choose from the 4 Sectoral Courses given below** (Minimum of 2 and Maximum of 6 Credits) |  |         |
| UPG 12   | Urban Water  | 2       |
| UPG 15   | Sustainable Development and Climate Change                   | 2       |
| UPG 16   | Urban Housing  | 2       |
| UPG 17   | Urban Sanitation and Solid Waste Management                  | 2       |
| CBCS   | Open Elective  | 2       |
| CBCS   | Elective Foundation  | 2       |
| Summer Vacation  | Internship (6 weeks)   | -       |
| <b>SEMESTER III</b>  |  |         |
| UPG 04   | Urban Systems  | 2       |
| UPG 05   | Urban Studio   | 3       |
| UPG 27   | Urban Governance Politics and Policies (Part II)             | 2       |
| UPG 34   | Issues and Challenges in Urban Transport                     | 2       |
| Skill Electives: Choose from the 4 Skill Courses given below** (Minimum of 2 and Maximum of 6 Credits)       |  |         |
| UPG 18   | Introduction to GIS  | 2       |
| UPG 19   | Macro Data Analysis  | 2       |
| UPG 33   | Project Impact Assessment: Issues and Methods                | 2       |
| UPG 31   | Basics of Financial Analysis (Taught in Semester I)          | 2       |
|  | Concentration**  |         |
| UPG 26   | Project/ Dissertation: Literature Review and Proposal        | 1       |
|  | Taught Courses (Choose any one out of the seven given below) |         |
| UPG 14   | Participatory Urban Local Governance                         | 2       |
| UPG 20   | Urban Water Systems  | 2       |
| UPG 21   | Affordable Housing for the Urban Poor                        | 2       |
| UPG 22   | Planning and the Indian City                                 | 2       |
| UPG 23   | Climate Change, Urban Response and Adaptation                | 2       |
| UPG 24   | Financing Issues in Urban Infrastructure                     | 2       |
| UPG 25   | The Built and Lived Environment                              | 2       |
| <b>SEMESTER IV</b>   |  |         |
| UPG 28   | Project/ Dissertation  | 6       |
| UPG 30   | Urban Futures Seminar  | 2       |

Note: \* The costs for Summer Institute fieldwork will be borne by the students, based upon actuals. This usually varies from Rs. 10,000 to 12,000 per student covering travel, accommodation, food and local travel. The estimated expenses for Winter Institute are about Rs. 14,000/-, and this will be collected and managed by students themselves

\*\* A concentration course enables students to develop their areas of interest and usually linked to the project work or dissertation. Though every effort will be made to offer all Elective and Concentration courses, certain courses might not be offered in specific semesters due to faculty unavailability or any other reason.

## M.A./M.Sc. Water Policy and Governance

The Centre for Water Policy, Regulation, and Governance is a path-breaking initiative of the SHS. This initiative is focused on facilitating interdisciplinary studies, teaching, training, and outreach activities in the field of governance of the water sector in general, and in particular, various policy instruments employed for governance. The M.A./M.Sc. programme in Water Policy and Governance (MWPG), developed and administered by the Centre, is aimed at preparing policy professionals with a comprehensive understanding of factors, processes, practices and instruments that determine the outcome of efforts to govern the water sector. It begins by laying conceptual and theoretical foundations required for the interdisciplinary and comprehensive training of water policy professionals.

Further, efforts are made to introduce students to diverse perspectives on the governance of the water sector by introducing them to debates on critically important, and often contentious, themes such as water security and sustainability, water poverty, and the trade-off between equity and efficiency. In order to facilitate this, the programme provides an introduction to the historical evolution of development and management of water resources, as well as that of governance and institutional reforms in different sub-sectors of the water sector. Responding to the need for building professional capabilities, the programme provides significant space for courses imparting various research and professional skills and knowledge related to methods. These include some of the advanced skills such as systems thinking, GIS, financial and regulatory analysis. The programme provides students with exposure to the ground and field realities of the water sector in India.

The programme ensures:

- balanced and comprehensive understanding of conceptual and theoretical debates around

major themes that are of concerns in the policy or academic circles in the water sector;

- multidisciplinary nature of courses that bring together concepts, theories, perspectives, skills, and
- methods from social sciences, natural sciences, engineering, law, and other fields;
- engagement with practitioners and experts in the field; and
- focus on self-learning and application of learning to existing challenges in the water sector and governance, accompanied by close monitoring, guidance, and hand-holding by a team of in-house faculty and practitioners.

Admission to the programme is open for students coming from diverse backgrounds, but mainly from two categories: (a) Professional training such as engineering, law, agriculture, management, public health, or finance, and (b) academic training in social sciences such as economics, political sciences, and geography. Working professionals in the early stages of their career are encouraged to apply.

Recent institutional reforms in India and the subcontinent have seen the emergence of a diverse range of agencies working in the policy and governance aspects of the water sector. This has led to an unmet demand for trained water policy professionals from diverse organisations such as research institutes, government and quasi-government agencies, non-governmental organisations, bi-lateral and multi-lateral bodies, consultancy firms, infrastructure companies from the private sector, and credit-rating agencies. Together, these agencies have created a reliable platform for prospective students of this programme to launch their professional careers.

### Distribution of Credit Hours

| Year                 | Detail                                  | Credits   |
|----------------------|---|-----------|
| <b>First</b>         | Foundation Course                       | 4         |
|                      | Core Courses                            | 27        |
|                      | Institute Electives (Open & Foundation) | 4         |
|                      | Fieldwork/Internship                    | 1         |
| <b>Second</b>        | Core Courses                            | 14        |
|                      | Disciplinary Electives                  | 4         |
|                      | Dissertation/Independent Work           | 8         |
|                      | Fieldwork/Internship                    | 2         |
| <b>Total Credits</b> |   | <b>64</b> |



**Semester-wise listing of Courses**

| <b>Course Code</b>  | <b>Course Title</b>   | <b>Credits</b> |
|---|---|----------------|
| <b>SEMESTER I</b>   |   |                |
| FC  | Foundation Course   | 4              |
| WPG 01  | Introduction to Public Policies: Concepts, Theory and Practice [RG 01]      | 2              |
| WPG 02  | Introduction to Indian Legislative, Legal and Administrative System [RG 02] | 2              |
| WPG 03  | Development and Water: Issues and Critical Perspectives                     | 2              |
| WPG 04  | Scientific Aspects of Water Sector  | 2              |
| WPG 05  | Basics of Financial Analysis [RG 04]  | 2              |
| WPG 06  | Research Methods – I  | 2              |
| WPG 07-I  | Economics for Water Sector-I  | 2              |
| <b>SEMESTER II</b>  |   |                |
| WPG 07-II   | Economics for Water Sector-II   | 1              |
| WPG 09  | Legal Perspectives on Water Sector  | 2              |
| WPG 10  | Delivery and Management of Water and Sanitation Services*                   | 4              |
| WPG 11  | Surface Water Resources: Development, Management and Issues*                | 4              |
| WPG 12  | Research Methods – II [UPG 06]  | 2              |
| WPG 14  | Field Visits and Exposure Activities*                                       | 1              |
| CBCS  | Foundation Elective   | 2              |
| CBCS  | Open Elective   | 2              |
| WPG 15  | Summer Internship (Optional)  | 0              |
| <b>SEMESTER III</b>   |   |                |
| WPG 16  | Groundwater Development and Management in India*                            | 3              |
| WPG 17  | Water Pollution, Water Quality, and Health                                  | 3              |
| WPG 18  | Water and Equity  | 2              |
| Disciplinary Electives (Choose any two courses from WPG 19, WPG 20, WPG 21 and CC&SS 20 for a total of 4 credits) |   |                |
| WPG 19  | Elective 1: Regulation of Water Sector [RG 22]                              | 2              |
| WPG 20  | Elective 2: Issues in Financing Urban Water Projects                        | 2              |
| WPG 21  | Elective 3: Water Conflicts and Negotiation                                 | 2              |
| CC&SS 20  | Elective 4: Macro Data Analysis   | 2              |
| WPG 22  | Independent Work – I: Project/Dissertation                                  | 2              |
| WPG 23  | Research Design: Theory and Practicum [RG 23]                               | 2              |
| WPG 24  | Introduction to GIS (CC&SS 05)  | 2              |
| First Round of Fieldwork for Project/Dissertation   |   |                |
| <b>SEMESTER IV</b>  |   |                |
| WPG 26  | Winter Institute*   | 2              |
| WPG 28  | Contemporary Discourses in Water Sector                                     | 2              |
| WPG 29  | Independent work –II: Project /Dissertation                                 | 6              |

*Note:* The semester-wise listing of courses is provisional and may undergo some changes.

\* The fees for fieldwork courses (WPG 14 and WPG 26) and field-visits (as part of WPG 10, WPG 11, and WPG 16) will be collected separately by the School of Habitat Studies. The field component includes field visits, Winter Institute and field workshops. The estimated expenses for this are Rs. 8,000/- each in Semester s I, II and III, and Rs. 2,000/- in Semester IV.

**FACULTY AND STAFF**

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**Centre for Science, Technology and Society**

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**School Secretariat**

Ms. Lissa Savio  
B.Com. (Mumbai) Section Officer (Ad-hoc)

# SCHOOL OF MEDIA AND CULTURAL STUDIES

## INTRODUCTION

The School of Media and Cultural Studies (SMCS) is engaged in media teaching, production, research and dissemination. A unique feature of the School is the close linkage between the technical and academic areas of its work, thus facilitating a synergy between research, teaching and production, all of which are informed by a keen sense of connection with local

subaltern cultures of resistance and invention. It has to its credit over 50 national and international awards for its documentary films. The SMCS has 3 Centres:

- Centre for Critical Media Praxis
- Centre for the Study of Contemporary Culture
- Media Archive and Resource Centre

## PROGRAMME DETAILS: M.A. Media and Cultural Studies

The M.A. Media and Cultural Studies aims at honing the skills of media production and research within a framework that enables the development of a critical perspective on media, culture and society. In contemporary society, media and culture are crucial sites where identities are produced and popular ways of seeing are consumed. Cultural Studies enables us to meaningfully engage and interact with these new modes of being and doing. By making us conscious of the many complex ways in which power impinges on our lives and constructs our cultures, it has the potential of empowering us to critically read the media and other cultural institutions and texts, to understand how they shape our identities, and to think about how we could possibly shape them.

This programme imparts intensive hands-on training in video production, including direction, research, scripting, editing, camera and sound. It also has a strong research focus. This will enable

students to produce documentaries and short films. The programme culminates in the production of a documentary and a dissertation. It also teaches basic skills in community radio, graphics and web design. The students have access to the well-equipped facilities and the visual archive of the School. The teachers of the programme include School and TISS faculty, as well as visiting professionals.

With its unique blend of theory and practice, the M.A. Media and Cultural Studies works towards the creation of a lively group of media 'thinking do-ers' and 'doing thinkers' who could then choose to branch out into a diverse range of work or educational situations. The students of this programme are equipped to work in the areas of film and television production, independent media practice, media education, advocacy and research. Potential employers include television production houses, educational and research institutions, NGOs, and governmental agencies.

### Distribution of Credit Hours

| Year                    | Detail        | Credits   |
|-------------------------|---------------|-----------|
| <b>First</b>            | Courses       | 33        |
| <b>Second</b>           | Courses       | 16        |
|                         | Media Project | 6         |
|                         | Dissertation  | 4         |
|                         | Internship    | 4         |
| <b>First and Second</b> | CBCS Courses  | 4         |
| <b>Total Credits</b>    |               | <b>67</b> |

**Semester-wise Listing of Courses**

| Course Code  | Course Title  | Credits |
|--|---|---------|
| <b>SEMESTER I</b>  |   |         |
| FC   | Foundation Course                                       | 4       |
| MC 01  | Media Studies: An Introduction                          | 2       |
| MC 02  | Cultural Studies: An Introduction                       | 2       |
| MC 03  | Ways of Knowing: Introduction to Research Methodologies | 2       |
| MC 04  | Image Making I: Visual Cultures                         | 2       |
| LC 01  | Video Production  | 4       |
| <b>SEMESTER II</b>   |   |         |
| MC 05  | Working with Video – I                                  | 3       |
| MC 06  | Image Making II: Documentary Film                       | 2       |
| MC 07  | Media and Cultural Studies Research                     | 2       |
| MC 10  | Reading Film  | 2       |
| MC 12  | Cultural Studies: An Introduction – II                  | 2       |
| LC 02  | Journalism Practice – I                                 | 2       |
| LC 03  | Video Post-production                                   | 4       |
| CBCS   | Elective Foundation                                     | 2       |
| CBCS   | Open Elective   | 2       |
| <b>SEMESTER III</b>  |   |         |
| OC 01 to OC 11 are Disciplinary Electives. Two courses totalling 4 credits are to be selected by the student |   |         |
| OC 01  | Television Studies                                      | 2       |
| OC 02  | Gender, Media and Culture                               | 2       |
| OC 03  | ICTs for Development                                    | 2       |
| OC 04  | Cyberculture: An Introduction                           | 2       |
| OC 09  | Visual Design   | 2       |
| OC 10  | Journalism Practice – II                                | 2       |
| OC 11  | Understanding Indian Cinemas                            | 2       |
| MC 9   | Working with Video – II                                 | 4       |
| MC 15  | Seminar II: Presentation of Media Project               | 2       |
| LC 05  | Community Radio   | 2       |
|  | Internship  | 4       |
| <b>SEMESTER IV</b>   |   |         |
| One optional course from OC 05 to OC 08 to be selected by the student  |   |         |
| OC 05  | Web Design  | 2       |
| OC 06  | Understanding Art and Music                             | 2       |
| OC 07  | Gender, Culture and Space                               | 2       |
| OC 08  | Media and Law   | 2       |
| MP   | MCS Media Project                                       | 6       |
| MR   | MCS Research Project                                    | 4       |
| TP   | Term Paper  | 2       |
| MC11   | Seminar I: Presentation of Research Project             | 2       |
| Alt to MR +MC 11   | 2 additional Optional Courses plus a Term Paper         | 6       |

Note: The semester-wise listing of courses is provisional, and may undergo some changes.

## **FACULTY AND STAFF**

Dr. Anjali Monteiro  
M.A. (Poona), Ph.D. (Goa)

Professor and Dean

### ***Centre for Critical Media Praxis***

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Professor and Chairperson

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M.A., M.Phil. (TISS), PG Diploma in Journalism (Television) (ACJ)

Assistant Professor

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M.A., M.Phil. (JNU), P.G. Diploma in Mass Comm. (Journalism) (Symbiosis)

Assistant Professor

### ***Centre for the Study of Contemporary Culture***

Dr. Shilpa Phadke  
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Associate Professor and Chairperson

Dr. Lakshmi Lingam  
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Professor

Mr. K.V. Nagesh Babu  
M.A. (Hyderabad)

Assistant Professor

Mr. Faiz Ullah  
M.A. (JMI)

Assistant Professor

### ***Media Archive and Resource Centre***

Mr. B.K. Ahire  
M.A. (Bharath University)

Producer

Ms. Darshana Gotekar  
M.A. (Indore), M.LISc. (Bhopal)

Professional Assistant

### ***School Secretariat***

Ms. Sonal Gajaria  
B.Com. (Mumbai), P.G.D.F. (SIMSR)

Upper Division Clerk

# SCHOOL OF HUMAN ECOLOGY

## INTRODUCTION

The School of Human Ecology (SHE) uses the term 'human ecology' to refer to all aspects of human experience and everything in the environment that defines quality of life. The SHE has a broad, holistic view of the psycho-social adaptability of individuals, and explores the rich diversity of relationships between individuals, their societies and the environment. It is premised on the view that everything we do as individuals impacts our environments and vice versa.

The School adopts an interdisciplinary approach drawing from the fields of Psychology, Human Development, Family Studies, Sociology and Anthropology. The emphasis is on education and training, with a focus on developing skills for interventions leading to the well-being of individuals and families. Training in counselling, psychotherapy and preparation of professionals and personnel at various levels of human development is addressed through the post-graduate programmes. Research is a core activity of the School's activities.

## PROGRAMME DETAILS: M.A. Applied Psychology (Clinical and Counseling Practice)

The Mental Health Survey (2015–16) showed that the treatment gap for different mental disorders ranged between 70–92%. Anecdotal reports suggest that the total number of psychiatrists in India could be between 3,500 and 5,000, which translates to one psychiatrist to 200,000 to 300,000 people. The existing training infrastructure produces about 320 psychiatrists, 50 clinical psychologists and 185 mental health nurses per year. Scarcity of trained professionals and supervised services are fundamental barriers to the progress of mental health services in India. This clearly points to the need for trained mental health professionals who can effectively respond to the mental health needs of communities.

It is in the context of scarcity of trained professionals to provide mental health services in the country that the SHE launched the M.A. in Counselling programme in 2009. This programme became the M.A. in Applied Psychology with two specialisations: Clinical Psychology and Counselling Psychology. Through a process of constant reflection, feedback from the students and from the field, the SHE will be offering a single M.A. programme in Applied Psychology (Clinical and Counselling Practice) from the 2019–2020 academic year.

The scope of the M.A. in Applied Psychology (Clinical and Counselling Practice) programme is to enhance person-environment fit, build resilience for effective coping and enhance well-being and Quality of Life. The programme focuses on the development of practitioners with a sound base in research as specified in the Boulder Model for clinical psychology training as scientist-practitioners. However, the stance informing the course contents and pedagogy is developmental and contextual. Training will be geared towards increasing awareness of diversity and socio-cultural contexts in which individuals are enmeshed.

The specific goal of the M.A. Applied Psychology (Clinical and Counselling Practice) is to equip learners to practice developmental, mental health and issue-based assessment and interventions with a focus on primary prevention and therapeutic interventions. It aims to develop self-awareness and a sound theoretical base in students through which they can build skills necessary for practice in fieldwork and internship settings. The emphasis is on a seamless blend of theory and practice, and also developing research capacities. Supervision is inbuilt into the practice component allowing students to benefit from feedback provided by trained professionals in the field.

**Distribution of Credit Hours**

| Year          | Detail                        | Credit Hours |
|---------------|-------------------------------|--------------|
| <b>First</b>  | Foundation Course             | 4            |
|               | CBCS                          | 4            |
|               | Applied Psychology Courses    | 19           |
|               | Fieldwork Practicum           | 6            |
|               | Research Methodology Courses  | 4            |
|               | Research project              | 1            |
| <b>Second</b> | Applied Psychology Courses    | 10           |
|               | Disciplinary Elective Courses | 4            |
|               | Fieldwork Practicum           | 10           |
|               | Research Project              | 5            |
| <b>TOTAL</b>  |                               | <b>67</b>    |

**Semester-wise Listing of Courses**

| Course Code         | Course Title   | Credits |
|---------------------|--|---------|
| <b>SEMESTER I</b>   |  |         |
| FC                  | Foundation Course  | 4       |
| AP 01               | Counselling Process & Micro-skills I                                       | 2       |
| AP 02               | Counselling Process & Micro-skills II                                      | 2       |
| AP 03               | Approaches to Psychotherapy and Counselling I                              | 2       |
| AP 04               | Introduction to Research Methodology                                       | 2       |
| AP 05               | Understanding Psychological Problems I                                     | 2       |
| AP 06               | Human Growth and Development   | 3       |
| AP 07               | Preparation for Clinical and Counselling Field Practice                    | 2       |
| <b>SEMESTER II</b>  |  |         |
| AP 08               | Understanding Psychological Problems II                                    | 2       |
| AP 09               | Approaches to Psychotherapy and Counselling II                             | 2       |
| AP 10               | Statistics and Data Analysis   | 2       |
| AP 11               | Psychological Assessment and Diagnostics I                                 | 4       |
| AP 12.1             | Research Project (Proposal Presentation)                                   | 1       |
| AP 13               | Field Practicum I  | 4       |
| CBCS                | Foundation Elective: Socio-cultural Contexts of Counselling                | 4       |
| <b>SEMESTER III</b> |  |         |
| AP 12.2             | Research Project (Submission of first two Chapters and Analysis Framework) | 2       |
| AP 14               | Psychological Assessment and Diagnostics II                                | 4       |
| AP 15               | Approaches to Psychotherapy and Counselling III                            | 2       |
| AP 16               | Community Mental Health  | 2       |
| AP 17               | Qualitative Data Analysis  | 2       |
| AP 18               | Ethics in Clinical and Counselling Practice                                | 2       |
| AP 19               | Disciplinary Electives (Choose any one)                                    | 2       |
| AP19.1              | Child and Adolescent Psychotherapy   | 2       |

| Course Code         | Course Title   | Credits                   |
|---------------------|--|---------------------------|
| <b>SEMESTER III</b> |  |                           |
| AP 19.2             | Couple and Family Therapy  | 2                         |
| AP 19.3             | Therapy for Substance Use and Addiction Issues                                     | 2                         |
| AP 20               | Field Practicum II**   | 4                         |
| <b>SEMESTER IV</b>  |  |                           |
| AP12.3              | Research Project (Analysis Presentation, Viva Voce and Final Submission of thesis) | 3                         |
| AP 21               | Disciplinary Electives (Choose any one)  | 2                         |
| AP 21.1             | School Counselling   | 2                         |
| AP 21.2             | Counselling Older Adults   | 2                         |
| AP 21.3             | Advanced Assessment and Therapeutic Techniques in Clinical Practice                | 2                         |
| AP 21.4             | Trauma Therapy   | 2                         |
| AP22                | Field Practicum III**  | 4                         |
| AP23                | Internship   | Compulsory,<br>non-credit |
|                     |  | <b>67</b>                 |

Note: The semester-wise listing of courses is provisional, and may undergo some changes.

\*The students will be encouraged to undertake a minimum of 10 sessions of personal therapy before the start of semester III

\*\* Field work is linked with the disciplinary electives

## FACULTY AND STAFF

Dr. Rajani Konantambigi  
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Professor and Dean

### **Centre for Human Ecology**

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Assistant Professor and Chairperson

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Professor

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Ms. Jasleen Kaur Sachdev  
M.A. (SNDT)

Assistant Professor

### **School Secretariat**

Ms. Jasmine Shinde

Section Officer (Ad-hoc)

Ms. Samrudhi More

Stenographer (Gr-II)

B.Com. (Mumbai), P.G.D.H.R.M. (Welingkar)



# JAMSETJI TATA SCHOOL OF DISASTER STUDIES

## INTRODUCTION

The Jamsetji Tata School of Disaster Studies (JTSDS) was established in 2006, with a generous grant from the Jamsetji Tata Trust, and to consolidate 60 years of the Institute's engagement with disasters. The School has carried out systematic work in areas of disaster governance, poverty and exclusion, food security, conflict, human security, public health, psycho-social care, GIS and logistics in relation to disasters. What is unique about the School is that it engages in teaching, research, training and policy advocacy through hands-on involvement with people experiencing vulnerability or "disasters" of various kinds. The School has 3 Centres:

- Centre for Disasters and Development
- Centre for Disaster Management
- Centre for Geo-Informatics

The work of the School also contributes to the current discourse in disaster studies by challenging

the dominant frame of "management", which often becomes a technical norm of governmentality that colonises other cultural conversations around disasters.

The JTSDS has pioneered higher education in the field of disaster management in India by introducing a full-time Master's programme located in a multi-disciplinary space. The School endeavours to demonstrate synergies across natural sciences, social sciences and humanities with a focus on building people-centred and participatory approaches towards disaster risk reduction and disaster response. The scope of the study of disasters is wide and concepts and theoretical perspectives on risk, vulnerability, resilience and recovery are explored and interrogated in the Master's programme. Students are exposed to and learn a range of applied skills and techniques that are becoming increasingly sophisticated in the context of disasters.

## PROGRAMME DETAILS: M.A./M.Sc. Disaster Management

The Master's programme in Disaster Management, with three specialisations, aims at enhancing knowledge, skills and perspectives on disasters. While enabling an understanding of disasters from the vantage point of science and technology in prediction, mitigation and response, the programme also fosters a critical appreciation of current approaches to development, disaster risk reduction, response and recovery. It seeks to locate these approaches within the framework of an understanding of questions of development goals, especially through an analysis of globalisation, transboundary governance, state and civil society dynamics, and conflicts of different kinds.

Issues of development, challenges related to governance and globalisation, climate change; social, economic and environmental justice; and state and civil society dynamics are covered in the programme, which flows from the foundation and core courses to the specialisation courses. The programme endeavours to cultivate appropriate values, a strong multi-disciplinary knowledge base and skills essential for research and intervention in disasters, risk management and prevention of disasters and/or risk reduction. Students will have the opportunity

to develop expertise in one of the following areas of specialisation:

- (i) Disaster Policy and Action
- (ii) Disasters and Development
- (iii) Technologies for Disaster Management

The full-time, two-year Master's programme includes intensive contact classes, supervised field work, internships and research, which is a compulsory component of the programme. The first year is common for all 3 specialisations. Each specialisation (of 24 credits) has 12 credits of course work+ 6 credits Research+ 6 credits Internship. The Institute also offers a choice-based curriculum where students are free to choose courses of eight credits from any other School or Centre of the Institute.

The Master's in Disaster Management programme also offers a multi-level entry–exit option where a student coming for the Master's degree can obtain a Certificate in Disaster Management on completion of the stipulated requirements in the first semester. Students who wish to continue through with the next semester can obtain a Diploma at the end of the first year, and the Master's degree at the end of two years. Alternately, a Master's student, on completion

of the Certificate/Diploma programme, could exit and come back after a break (not exceeding 4 years from the date of admission to the programme), and join in for second/third semester and complete the Master's programme.

As an emerging field, the need for qualified personnel within disaster management is high. Students who

graduate with this degree will find opportunities in the disaster risk reduction and management sectors, and allied developmental sectors, in government and non-government organisations and consultancy firms. They could also go on to pursue research, training and teaching careers in disaster studies and allied areas.

#### Distribution of Credit Hours

| Year                 | Course  | Credits   |
|----------------------|---|-----------|
| <b>First</b>         | Foundation Course                               | 4         |
|                      | Core Courses (Disciplinary)                     | 26        |
|                      | CBCS  | 4         |
|                      | Fieldwork and Internship                        | 6         |
| <b>Second</b>        | Core Courses (Disciplinary)                     | 8         |
|                      | Specialisations (Disciplinary Elective Courses) | 12        |
|                      | Fieldwork / Internship                          | 6         |
|                      | Research Dissertation                           | 6         |
| <b>Total Credits</b> |   | <b>72</b> |

#### Semester-wise Listing of Courses

| Course Code        | Course Title   | Credits |
|--------------------|--|---------|
| <b>SEMESTER I</b>  |  |         |
| FC                 | Foundation Course  | 4       |
| MDM 01             | Disasters, Hazards and Extreme Events                        | 2       |
| MDM 02             | Disasters, Vulnerability and Risk                            | 2       |
| MDM 03             | Ecosystems and Habitat                                       | 2       |
| MDM 04             | Policy, Institutions, Governance and Disaster Management     | 2       |
| MDM 05             | Research Methodology I                                       | 2       |
| MDM 06             | Introduction to Remote Sensing and GIS                       | 2       |
| MDM 36             | Field Work   | 2       |
|                    | Group Lab Sessions/ Simulation Exercises                     | -       |
|                    | Research Tutorials   | -       |
| <b>SEMESTER II</b> |  |         |
| MDM 07             | Disasters and Development                                    | 2       |
| MDM 08             | Disaster Risk Reduction and Development Planning             | 2       |
| MDM 09             | Emergency Response and Management                            | 2       |
| MDM 10             | Disaster Recovery  | 2       |
| MDM 11             | Research Methodology II                                      | 2       |
| MDM 12             | Introduction to Conflict                                     | 2       |
| MDM 13             | Introduction to Public Health and Mental Health in Disasters | 2       |
| CBCS               | Elective Foundation  | 2       |
| CBCS               | Open Elective  | 2       |
| MDM 37             | Internship I   | 4       |

| Course Code         | Course Title   | Credits |
|---------------------|--|---------|
| <b>SEMESTER III</b> |  |         |
| MDM 14              | Economics of Disasters and Disaster Finance          | 2       |
| MDM 15              | Introduction to Technologies for Disaster Management | 2       |
| MDM 16              | Transboundary Governance and Humanitarian Action     | 2       |
| MDM 17              | Project Management in Disaster Context               | 2       |
|                     | Specialisation Courses (4 or 5)                      | 10      |
| MDM 38              | Internship II  | 6       |
|                     | Research Tutorials                                   | -       |
| <b>SEMESTER IV</b>  |  |         |
| MDM 39              | Research Dissertation                                | 6       |
|                     | Specialisation Courses (1 or 2 courses)              | 2       |
|                     | Block Internship (Optional)                          | --      |

### Specialisation Courses

| Course Code   | Course Title  | Credits |
|---|---|---------|
| <b>SEMESTER III</b>   |   |         |
| <b>SPECIALISATION 1: Disaster Policy and Action</b>           |   |         |
| MDM18   | Public Policy and Social Advocacy   | 2       |
| MDM19   | Advanced Course in Disaster Recovery  | 2       |
| MDM20   | Built Environment, Disasters and Planning   | 2       |
| MDM21   | Ecology, Adaptive Management and Disasters  | 2       |
| MDM22   | Emergency Response and Supply Chain Management  | 2       |
| <b>SEMESTER IV</b>  |   |         |
| MDM23   | Conflict, Peace and Humanitarian Crisis   | 2       |
| <b>SEMESTER III</b>   |   |         |
| <b>SPECIALISATION 2: Disasters and Development</b>            |   |         |
| MDM24   | Advanced Course on Disasters and Development  | 2       |
| MDM25   | Culture and Disasters   | 2       |
| MDM26   | Advanced Course in Social Research in Disaster Studies  | 2       |
| MDM27   | Theoretical Foundations of Disaster Economics and Finance   | 2       |
| MDM28   | Risk Economics and Public Finance   | 2       |
| <b>SEMESTER IV</b>  |   |         |
| MDM29   | Disasters and Well being  | 2       |
| <b>SPECIALISATION 3: Technologies for Disaster Management</b> |   |         |
| MDM30   | Choose one from any other Specialisations: MDM 20 - Built Environment, Disasters and Planning <b>OR</b> New Course in Semester IV | 2       |
| MDM31   | Hazard Monitoring, Early Warning Systems (EWS) and Co-ordinated Action  | 2       |
| MDM32   | Digital Image Processing and Spatial Analysis   | 2       |
| MDM33   | Geospatial Technologies in Hazard, Vulnerability, and Risk Mapping  | 2       |
| MDM34   | Geoinformatics in Preparedness and Response   | 2       |
| <b>SEMESTER IV</b>  |   |         |
| MDM35   | Applications of Geoinformatics in Disaster Studies  | 2       |

*Note:* \*\*Subject to fulfilment of minimum criteria of intake prescribed by the School and availability of teachers. It cannot be guaranteed that all 3 Specialisation/s will be offered each year.

## **FACULTY AND STAFF**

Dr. Janki B. Andharia  
M.A. (TISS), Ph.D. (East Anglia)

Professor and Dean

### ***Centre for Disaster Management***

Dr. Jacquleen Joseph  
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Professor and Chairperson

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M.Sc. (Twente), Ph.D. (Amity, Noida)

Assistant Professor

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### ***Centre for Disasters and Development***

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Professor and Chairperson

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M.A. (TISS)

Assistant Professor

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M.A., M.Phil., Ph.D. (Kerala)

Assistant Professor

Ms. Lavanya Shanbogue Arvind  
M.A., M.Phil. (TISS)

Assistant Professor

### ***Centre for Geo-Informatics***

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Associate Professor and Chairperson

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Assistant Professor

### ***IFRC-TISS Programme at JTSDS***

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L.L.M. (WBNUJS)

Assistant Professor

### ***School Secretariat***

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B.Com. (Mumbai)

Assistant

Ms. Aruna Chavan  
B.A. (Mumbai)

Upper Division Clerk

Ms. Bharati Dhole  
B.Com. (Mumbai)

Upper Division Clerk

# SCHOOL OF LAW, RIGHTS & CONSTITUTIONAL GOVERNANCE

## INTRODUCTION

In pursuance of the TISS mission towards creating a people-centred and just society that promotes equality, justice and human rights for all, the School of Law, Rights and Constitutional Governance was established in June 2012. The main objective of the School is to advance socially relevant legal education, research, training and promote the education

of human rights focused on access to justice for marginalised sections of society through three centres:

- Centre for Law and Society
- Centre for Police Studies and Public Security
- Centre for Statelessness and Refugee Studies

## PROGRAMME DETAILS: Master of Laws (LL.M.) in Access to Justice

Access to law and justice is the hallmark of any civilised and human society. It also implies making access to law less complex and generating wider awareness on basic understanding of law and rights. Access to justice includes not only access to courts and legal redress mechanisms, but also good governance including transparency and accountability of government functionaries at all levels in the formulation, amendment, implementation and administration of laws.

The present adversarial justice delivery system is perceived as expensive, time-consuming, procedure-ridden, technical and difficult to access. In addition to this, there is a huge backlog of cases at the national, state and district level with the courts and independent human rights institutions resulting in delays and denials in delivering justice. Other challenges are corruption, arbitrariness, and favouritism in accessing justice, these issues prevent the marginalised sections of society to redress their grievances and avail legal resolve. It is in this context that the LL.M. programme in Access to Justice seeks to develop socially committed legal professionals assumes significance.

The one-year (two-semester), full-time, Master of Law (LL.M) in Access to Justice aims at developing

legal professionals with greater skills, sensitivity and commitment to deliver basic, high quality legal services to the poor, marginalised and vulnerable groups in society. The graduates of this LL.M. programme are creative problem-solvers with the knowledge, skills and perspective to practice law that can deliver justice to all people, and advance the cause of the disadvantaged and marginalised groups. Graduates can practice in the Court of Law and work for society using expertise in legal literacy, socio-legal research, policy analysis and advocacy, and legislative reforms. They can also find employment with universities and research institutions, legal firms, institutions and services, peoples' organisations or have an independent practice.

This programme involves classroom teaching, research, fieldwork, Legal Services Clinics, internships, visits to the legal Institutions, correctional and custodial institutions and participation in research projects, seminars, workshops, etc. The School faculty have long years of experience as teachers, practitioners, and legal experts. In addition, this programme is also supported by visiting and adjunct faculty consisting of law teachers from other universities within and outside the country, retired judges, practicing lawyers, civil servants, professionals, social activists and trade unionists strongly committed to the cause of social justice.

**Distribution of Credit Hours**

| Semester             | Courses                           | Credits   |
|----------------------|-----------------------------------|-----------|
| I                    | Foundation Courses                | 9         |
|                      | LL.M. Papers                      | 4         |
|                      | Fieldwork                         | 3         |
| II                   | LL.M. Papers                      | 8         |
|                      | Fieldwork                         | 3         |
|                      | Field-based Research Dissertation | 6         |
| <b>Total Credits</b> |                                   | <b>33</b> |

**Semester-wise Listing of Courses**

| Course Code        | Course Title   | Credits |
|--------------------|--|---------|
| <b>SEMESTER I</b>  |  |         |
| FC 01              | Law and Justice in a Globalising World   | 3       |
| FC 02              | Comparative Public Law: Systems of Governance                                  | 3       |
| FC 03              | Research Methods and Legal Writing   | 3       |
| Fieldwork          | Fieldwork  | 3       |
| LLM 01             | Law and Development  | 2       |
| LLM 02             | Legal and Justice Institutions, including Court and Case Management            | 2       |
| <b>SEMESTER II</b> |  |         |
| LLM 03             | Community & Citizen Participation in Access to Justice                         | 2       |
| LLM 04             | Legal Strategies for Empowerment of Marginalised Groups                        | 2       |
| LLM 05             | Curriculum Development & Teaching Laws   | 2       |
| LLM 06             | International Humanitarian and Human Rights Law                                | 2       |
| Fieldwork          | Fieldwork  | 3       |
| Dissertation       | Field based Dissertation on Legislative Reform in Support of Vulnerable Groups | 6       |

Note: The Semester-wise listing of courses is provisional, and may undergo some changes

**FACULTY AND STAFF**

Dr. Arvind Tiwari  
M.A., Ph.D. (Sagar)

Professor and Dean

Ms. Sonali Kusum  
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Assistant Professor and Chairperson

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Professor

**Centre for Police Studies and Public Security**

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Assistant Professor

***Secretariat***

Ms. Savitri Jagtap  
B.Com., L.L.B. (Mumbai)

Stenographer (Gr-II)

# CENTRE FOR LIBRARY AND INFORMATION MANAGEMENT STUDIES

## INTRODUCTION

With changing times, information formats also have changed rapidly from print on paper to digital, and more and more organisations in India are embarking on new concepts in handling information. This has led to the need for qualified and trained Library and Information Science (LIS) professionals to take the lead and guide developments in helping the end users in the changing environment.

The Centre for Library and Information Management Studies (CLIMS) of the Sir Dorabji Tata Memorial Library (SDTML) is involved in the capacity building of LIS professionals. It has established academic and research exchange collaborations with the

London School of Economics (UK), Maharakham University (Thailand), Indian Statistical Institute, DRTC (Bengaluru), and Information and Library Network Centre (INFLIBNET), Gandhinagar.

The Centre offers PG Diploma, Master's and Ph.D. Programmes in Library and Information Science with a focus on digital libraries, knowledge organisation, e-Resources Management, digital scholarship, data mining and web-based information services. The Master's programme in Library and Information Science (MLIS) was started in 2013 with an intake of 15 students.

## PROGRAMME DETAILS: Master of Library and Information Science

The MLIS programme comprises 15 disciplinary core courses, 1 elective foundation, 1 open elective, 1 disciplinary elective, 1 internship programme, and a dissertation — totalling 66 credits spread over four semesters. The programme incorporates theory and practicals that include concepts from foundations to new and emerging library trends like digital libraries, knowledge management, content creation and management, classification and ontology, cataloguing and metadata, information seeking and research behaviours, etc. Internship in the second semester is carried out at a leading library and information centre under the supervision of fieldwork supervisors and faculty from the Centre. The Master's research covers diverse areas, such as, scientometrics, information

storage and retrieval, digital library applications, content management systems, information and digital literacy, etc.

The MLIS programme is aimed at creating trained human resource to handle digital libraries and electronic resources. There is a burgeoning need for trained librarians in the light of national priorities like Digital India, National Mission on Education through Information and Communication technology (NME-ICT) and National Knowledge Commission (NKC). The salient features of this programme are well crafted curriculum, expert faculty, enhanced emphasis on hands on lab experience, sound theory and experiential learning unique to TISS.

### Distribution of Credit Hours

| Year                 | Details                        | Credits   |
|----------------------|--------------------------------|-----------|
| <b>First</b>         | Compulsory Foundation Course   | 2         |
|                      | Elective Foundation Course     | 2         |
|                      | Disciplinary Core Courses (8)  | 24        |
|                      | Open Elective                  | 2         |
|                      | Internship                     | 6         |
| <b>Second</b>        | Disciplinary Core Courses (7)  | 18        |
|                      | Disciplinary Elective          | 4         |
|                      | Dissertation/ Research Project | 8         |
| <b>Total Credits</b> |                                | <b>66</b> |



**Semester-wise Listing of Courses**

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| LIS 01              | Knowledge Society (Compulsory Foundation)                                 | 2       |
| LIS 02              | Knowledge Organisation I: Classification & Ontology (Theory and Practice) | 4       |
| LIS 03              | Knowledge Organisation II: Cataloguing and Metadata (Theory & Practice)   | 4       |
| LIS 04              | Information Sources, Systems and Services                                 | 2       |
| LIS 05              | Information Communication Technology and Libraries (Theory and Practice)  | 4       |
| <b>SEMESTER II</b>  |   |         |
| LIS 06              | Management of Libraries and Information Centres                           | 2       |
| LIS 07              | Information Storage and Retrieval (Theory & Practice)                     | 4       |
| LIS 08              | Elements of Programming and Data Structures                               | 2       |
| LIS 09              | Research Methodology and Quantitative Techniques                          | 2       |
| LIS 10              | Internship in a Recognised Library/Information Centre                     | 6       |
|                     | Open Elective   | 2       |
|                     | Elective Foundation   | 2       |
| <b>SEMESTER III</b> |   |         |
| LIS 11              | Web Technologies and Web-based Information Services (Theory and Practice) | 4       |
| LIS 12              | Informetrics and Scientometrics   | 2       |
| LIS 13              | Digital Libraries (Theory and Practice)                                   | 4       |
| LIS 14              | Knowledge Discovery and Data Management                                   | 2       |
| <b>SEMESTER IV</b>  |   |         |
| LIS 15              | Knowledge Management Systems  | 2       |
| LIS 16              | Semantic Web Technologies   | 2       |
| LIS 17              | Evaluation of Library & Information Services                              | 2       |
| LIS 18              | Disciplinary Elective (Any one):*   |         |
| LIS 18.1            | Information Analysis, Repackaging and Consolidation                       | 4       |
| LIS 18.2            | School Library and Information System and ICT                             |         |
| LIS 19              | Dissertation  | 8       |

Note: The semester-wise listing of courses is provisional, and may undergo some changes.

**FACULTY AND STAFF**

Dr. Satish Kanamadi  
M.LISc., Ph.D. (Karnataka); P.G.D.L.A.N. (Hyderabad)

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Mr. Puttaraj A. Choukimath  
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Assistant Librarian (Sel. Grade)

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Assistant Librarian (Sel. Grade)

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Assistant Professor (Sr. Scale)

Mr. Bhavesh Patel  
M.LISc. (Shivaji), P.G.D.L.I.M. (TISS)

Assistant Librarian

Mr. Akhilesh Sankhwar  
M.Sc. (Kanpur), M.C.A. (Jaunpur)

Information Scientist

# CENTRE FOR EDUCATION INNOVATION AND ACTION RESEARCH

## INTRODUCTION

The Centre for Education Innovation and Action Research (CEIAR) is an independent centre at TISS Mumbai. It was established in February 2015 to engage with and promote innovation in school curriculum, teacher education and higher education curriculum and pedagogy. The Centre provides incubation and promotion of innovations that address the needs of Indian education, and engages with the innovative and efficient use of new technologies and media to raise relevance, quality and standards of education. Towards this, the Centre collaborates and engages with research, development, teaching and field action. The Centre supports and strengthens ICT and new media adoption in pedagogy, curriculum and assessment to blended learning and student-centred learning and continuous professional development in higher education and school education.

The Centre adopts a research-based approach to curriculum design and an action research approach to development and implementation. The Centre's flagship field action project — Connected Learning Initiative (CLIX) — was awarded the prestigious UNESCO-King Hamad Prize for use of ICT in Education, 2017 edition.

The Centre's faculty have research interest and expertise in the areas of curriculum studies, education policy, teacher education, mathematics and science education, language education, educational technology. International collaborators include the Massachusetts Institute of Technology (MIT), Kings College, London, and the University of Sussex, UK. The Centre is also anchoring an initiative for excellence in teacher education, in partnership with the Tata Trusts, involving teaching, research, policy advocacy and collaboration to revitalise the sector of teacher education in India.

## PROGRAMME DETAILS: M.A. in Education

The M.A. in Education (MAED) programme aims to develop critical knowledge of the field and discipline, and to give students the opportunity to specialise in areas of their interest. The programme combines an integrated discipline-based approach with a proactive orientation to policy and institutional contexts of practice. The MAED programme will enable a sustained and critical engagement with the discipline of Education especially as it has emerged and expanded in India. The research-based programme will help students develop an understanding to and skills relating to education studies as a multi-disciplinary field of study, drawing from philosophy, sociology, history and psychology with an understanding of school curriculum pedagogy, the development of teachers, social justice in education and education and society.

The programme offers courses in the areas of education studies, pedagogic studies, research and advanced specialisation optionals, a compulsory evaluated field attachment, and research leading to a dissertation. Courses are designed to combine field

and theoretical knowledge and experience; some are designed as labs and workshops.

Spread over two years, the full-time MAED programme will enable students to specialise in two of these seven areas: (i) Education Development and Policy; (ii) Language Education; (iii) Mathematics Education; (iv) Science Education; (v) Social Science Education; (vi) ICT and New Media in Education; and (vii) Teacher Education. Students will graduate with knowledge, understanding and skills for research and practice across levels of school and teacher education, with advanced specialisations in Curriculum and Pedagogy (Language / Mathematics / Science / Social Science Education), Education Development and Policy, ICT and New Media and Teacher Education.

The field of education needs professionals with a capacity to develop curriculum, train teachers, conduct evidenced based research to influence education policies and practices, strengthen the pedagogy of discipline-based teaching at various

levels of education, contribute towards knowledge generation and use of ICT and New Media in Education, administer educational institutions and provide leadership and advocacy in achieving educational goals. Diverse career choices are open to students after completing the MAED programme

including government organisations at the National and state levels (NCERT, SCERT, etc), University and college departments of education, research organisations, and civil society organisations/CSR initiatives/funding agencies that has an education focus in work.

#### Distribution of Credit Hours

| Year                 | Detail  | Credits   |
|----------------------|---|-----------|
| <b>First</b>         | Foundation Course                             | 4         |
|                      | Educational Studies                           | 18        |
|                      | Advanced Specialisation — Part One + Part Two | 8         |
|                      | CBCS  | 4         |
|                      | Research Methods                              | 4         |
| <b>Second</b>        | Field Attachment                              | 4         |
|                      | Educational Studies                           | 16        |
|                      | Advanced Specialisation —Part One + Part Two  | 8         |
|                      | Research Dissertation                         | 6         |
|                      | Optional Advanced Disciplinary Course         | 4         |
| <b>Total Credits</b> |   | <b>76</b> |

Note: 1 credit = 15 hours classroom teaching or 30 hours lab/field experience/workshop/self-study.

#### Semester-wise Listing of Courses

| Course Code         | Course Title  | Credits |
|---------------------|---|---------|
| <b>SEMESTER I</b>   |   |         |
| FC                  | Foundation Course   | 4       |
| ES 01               | Learners and Learning   | 4       |
| ES 06               | Policy, Institutions and Practices                              | 4       |
| ES 07               | Social Marginality and Education                                | 4       |
| AS                  | Advanced Specialisation — Part One <sup>1</sup> (Choose any 1)  | 4       |
| <b>SEMESTER II</b>  |   |         |
| ES 05               | Practicum: School Observations <sup>2</sup>                     | 2       |
| ES 08               | Key Ideas and Concepts in Education                             | 4       |
| RM 03               | Education Research Methods                                      | 4       |
| AS                  | Advanced Specialisation – Part Two (Choose any 1)               | 4       |
| CBCS                | Choice Based Credit System Courses <sup>3</sup> (Open Elective) | 2       |
| CBCS                | Choice Based Credit System Courses (Elective Foundation)        | 2       |
| <b>SEMESTER III</b> |   |         |
| Vacation 2          | Field Attachment <sup>4</sup>                                   | 4       |
| ES 09               | Inclusive and Special Education                                 | 2       |

| Course Code          | Course Title  | Credits |
|----------------------|---|---------|
| <b>SEMESTER III</b>  |   |         |
| ES 10                | Analysing Educational Innovations                                 | 2       |
| ES 11                | History of Education  | 4       |
| ES 12                | Curriculum and School   | 4       |
| AS                   | Advanced Specialisation – Part One (Choose 1)                     | 4       |
| Vacation 3: Research |   |         |
| <b>SEMESTER IV</b>   |   |         |
| AS                   | Advanced Specialisation Part Two (Choose any 1)                   | 4       |
| ES 13                | Teachers and Teaching   | 4       |
| OADC                 | Optional Advanced Disciplinary Course <sup>5</sup> (Choose any 1) | 4       |
| RM 04                | Research Dissertation   | 6       |

- Notes:
1. **Advanced Specialisations (AS)** are a set of 7 specialisations, each with 2 courses. Students are expected to choose any 2 specialisations and pursue both courses of the specialisations. Details given in the table below.
  2. This is a **Practicum** aimed at developing students' understanding of the characteristics and challenges of working with different school systems. Students will visit schools that the Centre is collaborating with, as part of its field action project.
  3. The **Choice Based Credit System (CBCS)** Courses are to be selected from the general pool of CBCS courses (Open Electives) given on pages 38–41.
  4. **Field Attachment:** Students will be attached with an organisation (Government/Civil Society), whose work is aligned with the student's interests. This will allow students to both observe and learn about the field, with expert practitioners to mentor them on various aspects of education administration and policy, curriculum and pedagogy, teacher formation, etc.
  5. **Optional Advanced Disciplinary Courses** in education will enable students to pursue their areas of interest, and develop deeper knowledge, understanding and skills relating to education.

#### Advanced Specialisations

| Course Code | Course Title   | Credits |
|-------------|--|---------|
| AS 01       | Teacher Education – 1: Introductory Themes                                       | 4       |
| AS 02       | Teacher Education – 2: Formation of Practice                                     |         |
| AS 03       | Language Education   | 4       |
| AS 04       | Teaching of English  |         |
| AS 05       | Mathematics Education – 1  | 4       |
| AS 06       | Mathematics Education – 2  |         |
| AS 07       | Science Education – 1  | 4       |
| AS 08       | Science Education – 2  |         |
| AS 09       | Social Science Education – 1   | 4       |
| AS 10       | Social Science Education – 2   |         |
| AS 11       | Education Development and Policy – 1 (Education and Development)                 | 4       |
| AS 12       | Education Development and Policy – 2 (Education, Nation-state and Globalisation) |         |
| AS 13       | ICT and New Media in Education – 1   | 4       |
| AS 14       | ICT and New Media in Education – 2   |         |

Note: \*Courses will be offered subject to a minimum number of students opting for the course and teacher availability

**Optional Advanced Disciplinary Optional Courses**

| <b>Course Code</b> | <b>Course Title</b>                        | <b>Credits</b> |
|--------------------|--|----------------|
| OADC 01            | Educational Thinkers and Thought           | 4              |
| OADC 03            | Cognition and Learning                     | 4              |
| OADC 04            | Economics of Education                     | 4              |
| OADC 05            | Management and Administration in Education | 4              |
| OADC 06            | Language, Mind and Society                 | 4              |
| OADC 07            | Teaching Learning and Assessment           | 4              |

**FACULTY AND STAFF**

|  |                                 |
|--|---------------------------------|
| Dr. Padma Sarangapani<br>M.Sc. (IIT-Madras), M.Phil., Ph.D. (Delhi)      | Professor and Chairperson       |
| Dr. Ajay Singh<br>M.Ed., LL.B., M.Phil., Ph.D. (Delhi)                   | Professor                       |
| Dr. Mythili Ramchand<br>M.Sc. (Annamalai), Ph.D. (Madras)                | Professor                       |
| Dr. Amina Charania<br>M.Sc. (Mumbai), M.Sc., Ph.D. (IOWA State)          | Associate Professor             |
| Dr. Arindam Bose<br>M.Sc. (Pune), M.Sc. (Madras), Ph.D. (TIFR)           | Associate Professor             |
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| Dr. Nishevita Jayendran<br>M.A. (Delhi), M.Phil. (Madras), Ph.D. (IIT-B) | Assistant Professor             |
| Ms. Jennifer Thomas<br>M.A. (EFLU), M.A. (TISS)                          | Assistant Professor (Part Time) |
| <b>Secretariat</b>   |                                 |
| Ms Deepa Bhalerao<br>M.A. (TISS)   | Senior Programme Manager        |
| Ms Pratima Zore<br>M.Com. (Mumbai)                                       | Programme Manager               |

**SECTION 3**  
**Other Information**

## Information on Other Centres and the Administration

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### **Director**

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Director

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P.S. to Director

Ms. Alpana C. Thadani  
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Section Officer

Ms. Prachi Todankar  
B.Com. (Mumbai)

Stenographer (Gr-III)

### **Deputy Director**

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Professor

### **Office of Deputy Director**

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Assistant Professor

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Section Officer

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Stenographer (Gr-II)

Mr. Anil Datar  
B.Com. (Mumbai)

Assistant

### **Director's Office**

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Professor (on sabbatical leave)

Dr. P.M. Nair  
M.A. (Kerala), L.L.B. (Delhi), Ph.D. (Meerut)

Professor

Mr. Mohd. Tarique  
M.A. (TISS)

Assistant Professor

### **Registrar's Office**

Vacant

Registrar

### **Secretariat**

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B.Com. (Mumbai)

Section Officer

Ms. Resham Gangurde  
B.Com. (Mumbai)

Assistant

Mr. Vijaykumar Validra  
B.Com. (Mumbai)

Stenographer (Gr-III)

### **School of Research Methodology**



|   |                                  |
|---|----------------------------------|
| Prof. Surinder Jaswal<br>M.A. (TISS), Ph.D. (London)  | Professor and Dean               |
| Dr. D.P. Singh<br>M.Sc. (Vikram), Ph.D. (Mumbai)  | Professor and Associate Dean     |
| Dr. Anil S. Sutar<br>M.A., M.Phil., Ph.D. (Karnataka)   | Professor                        |
| Mr. K. Ravindran<br>M.A., M.Phil. (Madras)  | Assistant Professor              |
| <i>Secretariat</i>  |                                  |
| Ms. Shakuntala Ilage<br>B.A. (TMV)  | Lower Division Clerk             |
| <br><b><i>School of Vocational Education</i></b>  |                                  |
| Dr. Neela Dabir<br>M.S.W. (Mumbai), Ph.D. (SNDT-Mumbai)   | Professor and Dean               |
| Dr. Madhushree Sekhar<br>M.A. (Bhubaneswar), Ph.D. (Bangalore), Post-Doctoral Research<br>World Bank-Robert McNamara Fellow | Professor and Associate Dean     |
| Dr. Medha Somaiya<br>M.Sc., Ph.D., P.G.D.U.M. (Mumbai)  | Professor                        |
| <br><b><i>Centre for Development Practice and Research, Patna</i></b>   |                                  |
| Prof. Pushendra Kumar Singh<br>M.A. (Garhwal)   | Professor and Chairperson        |
| Dr. Mithilesh Kumar<br>M.A. (Delhi), M.Phil. (Jadavpur), Ph.D. (WSU, Australia)   | Assistant Professor              |
| Mr. Rakesh Ranjan<br>M.A. (IGNOU), M.Phil. (JNU)  | Assistant Professor              |
| Dr. Pinak Sarkar<br>M.A. (Bangalore), M.Phil., Ph.D. (JNU)  | Assistant Professor              |
| Mr. Charvaak Pati<br>M.A. (Hyderabad), M.Phil. (Delhi)  | Assistant Professor              |
| Dr. Rajeshwar Mishra<br>M.A., Ph.D. (Patna)   | Adjunct Professor                |
| Mr. Neeraj Kumar<br>M.A. M.Phil. (Delhi)  | Programme Manager (Research)     |
| Mr. Vivek Anand<br>M.A. (TISS)  | Senior Professional              |
| Mr. Bhushan Prasad<br>M.A. (TISS)   | Young Professional               |
| Mr. Vaibhav Srivastava<br>M.A. (TISS)   | Young Professional               |
| Mr. Mumshad Reyaz<br>M.A. (Magadh)  | Programme and Research Assistant |
| Ms. Niti Manpota<br>M.Com. (BHU)  | Research Assistant               |
| Mr. Mukesh Kumar Srivastava<br>B.Com. (Magadh)  | Administrative Assistant         |

***Centre for Lifelong Learning***

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| Dr. Sabiha S. Vasi<br>M.A., Ph.D. (TISS)  | Assistant Professor (Sr. Scale) |
| Dr. Lata Das<br>M.S.W. (Pune), Ph.D. (TISS)   | Assistant Professor             |
| Dr. Saigita Chitturu<br>M.S.W., Ph.D. (Nagpur)  | Assistant Professor             |
| <b>Centre for Studies in Sociology of Education</b>   |                                 |
| Dr. Leena Abraham<br>M.A., Ph.D. (Mumbai)   | Professor and Chairperson       |
| Dr. Ranu Jain<br>M.A., Ph.D. (Calcutta)   | Professor                       |
| <b>Centre for Study of Social Exclusion and Inclusive Policy</b>  |                                 |
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| Dr. Madhushree Sekhar<br>M.A. (Bhubaneswar), Ph.D. (Bangalore), Post-Doctoral Research<br>World Bank-Robert McNamara Fellow   | Professor                       |
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| Mr. Ramprasad Gudivada<br>M.Tech. (Calicut)   | Systems Analyst-cum-Programmer  |
| Mr. Shibu Albert<br>EPM HRM (IIT-B), M.B.A.   | Sr. Software Project Manager    |

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| Mr. Christopher William<br>Bachelors of Computer Applications (MGU)         | Sr. Software Developer           |
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| Ms. Komal Kurane<br>B.E. (Mumbai)   | Jr. Software Developer           |
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Assistant Supervisor

**Facility Services**

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Security Officer

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M.A. (MKU)

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Mr. R.K. Gamre  
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Stenographer (Gr-II)

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B.Com. (Mumbai)

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Mr. B.N. Kale  
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| Mr. Santosh Palve<br>B.Com. (Mumbai), D.P.M. (TISS), M.B.A. (YCMOU) | Assistant          |

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| Dr. Katy Y. Gandevia<br>M.A., Ph.D. (TISS)                           | Professor and Consultant         |
| Ms. Swapna Redij<br>M.A. (TISS)                                      | Counsellor                       |
| Mr. Dnyaneshwar Bandgar<br>M.S.W. (Solapur)                          | Social Worker                    |
| Dr. R.V. Ambekar<br>M.B.B.S. (Aurangabad), D.G.O., D.F.P. (Mumbai)   | Hon. Medical Officer (Part-time) |
| Dr. Sharmistha Majumdar<br>M.B.B.S., D.G.O. (RDU)                    | Hon. Medical Officer (Part-time) |
| Dr. Umesh Shenoy<br>M.D. (Mumbai)                                    | Hon. Medical Officer (Part-time) |
| Dr. Bindoo Jadhav<br>M.B.B.S., M.D. (Mumbai), P.G.D.H.M. (Annamalai) | Psychiatrist (Part-time)         |

### **FIELD ACTION PROJECTS OF TISS MUMBAI**

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|   |   |
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| Dr. Shamim Modi<br>M.A. (Delhi), M.Phil., Ph.D. (TISS), LL.B. (Barkatullah) | Assistant Professor and Chairperson, School of<br>Law, Rights and Constitutional Governance |
|---|---|

#### ***Accountability to at Risk Population in Kerala***

|  |   |
|--|---|
| Prof. Janki Andharia<br>M.A. (TISS), Ph.D. (East Anglia) | Professor and Dean, Jamsetji Tata School of<br>Disaster Studies |
|--|---|

#### ***Andhra Pradesh University Student Skill Development Programme***

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#### ***Basic Education in Skill and Technology (BEST)***

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| Dr. P.K. Shajahan<br>M.A. (MGU), Ph.D. (Delhi) | Professor, School of Social Work |
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#### ***Chunauti***

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Dr. Ajay Singh  
M.Ed., M.Phil., Ph.D. (Delhi)

Professor, Centre for Education Innovation and  
Action Research

***Criminal Justice Fellowship Programme***

Dr. Roshni Nair-Shaikh  
Work  
M.A., Ph.D. (TISS)

Assistant Professor (Sr. Scale), School of Social

***Deepening Democracy through Gram Panchayats: Strengthening Representation,  
Participation and Capacities***

Prof. Pushpendra Kumar Singh  
M.A. (H.N. Bahugana)

Professor and Chairperson, Centre for  
Development Practice and Research, Patna

***Disaster and Beyond***

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M.S.W. (Bharatidasan), M.Phil., Ph.D. (NIMHANS)  
Mr. Mahesh Kamble  
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Jamsetji Tata School of Disaster Studies  
Assistant Professor,  
Jamsetji Tata School of Disaster Studies

***Dor: A Field Action Initiative with the Dombari Community***

Dr. Swati Banerjee  
M.A. (TISS), Ph.D. (Mumbai)

Associate Professor and Chairperson,  
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***Gorai Field Action Project***

Dr. Swati Banerjee  
M.A. (TISS), Ph.D. (Mumbai)  
Dr. Sunil D. Santha  
M.S.W (MGU), Ph.D. (IIT-Madras)

Associate Professor and Chairperson  
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Associate Professor, School of Social Work

Ms. Devisha Sasidevan  
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Assistant Professor, School of Social Work

***I Access Rights Mission***

Dr. Vaishali B. Kolhe  
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Associate Professor, School of Social Work

***iCALL: Initiating Concern of All***

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Assistant Professor, School of Human Ecology

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Associate Professor, School of Social Work

Dr. Madhura Nagchoudhuri  
M.A. (Mumbai), Ph.D. (Washington)

Assistant Professor (Sr. Scale) and Chairperson,  
School of Social Work

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M.Sc. (IIT-Madras), M.Phil., Ph.D. (Delhi)  
Dr. Amina Charania  
M.Sc. (Mumbai), M.Sc., Ph.D. (IOWA State)

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Education Innovation and Action Research  
Associate Professor, Centre for Education  
Innovation and Action Research

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M.A. (TISS)

Assistant Professor, Director's Office

Prof. Shalini Bharat  
M.A., D.Phil. (Allahabad)

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***Mahatma Gandhi Academy of Human Development***

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Programme Director, Nagaland Centre

***Mumbai Education, Research, Innovation and Training (MERIT)***

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Professor, School of Social Work

***Muskaan: Child and Adolescent Guidance Centre of TISS***

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Programme Director, NUSSD

Prof. Shalini Bharat  
M.A., D.Phil. (Allahabad)

Director, TISS

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Professor and Chairperson, Jamsetji Tata School of Disaster Studies

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Dr. Ashabanu Soletti  
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Professor, School of Social Work

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M.A., Ph.D. (TISS)

Professor, School of Social Work

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***Resource Cell for Juvenile Justice***

Dr. Asha Mukundan  
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***Resource Centre for Interventions on Violence Against Women***

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Ms. Anjali Dave  
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***Saksham Jan Urja***

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Prof. Shalini Bharat  
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M.B.B.S., M.D., D.B.M. (Mumbai)

Assistant Professor (Sr. Scale) and Chairperson,  
School of Health Systems Studies

***Special Cell for Women and Children, Maharashtra***

Dr. Trupti Jhaveri Panchal  
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Professor, School of Social Work

***Udaan: A Field Action Initiative to Collectivise and Enhance Dignified Livelihoods for Marginalised Women***

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M.A. (TISS), Ph.D. (Mumbai)

Associate Professor and Chairperson,  
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