



**PERIYAR
MANIAMMAI**

INSTITUTE OF SCIENCE & TECHNOLOGY

(Deemed to be University)

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**MSW- TWO YEARS PROGRAMME
Regulation 2020**

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1. ADMISSION AND ELIGIBILITY

Master of Social Work-(2 years)

Graduate in any discipline, of a minimum 3 years duration or its equivalent (under 10 +2 + 3 pattern or any other pattern) including professional courses that fulfills the mandatory requirements of 15 years of formal education from a recognized university and approved by Periyar Maniammai Institute of Science Technology will be eligible for applying in the course of MSW.

2. DURATION OF THE COURSE

The duration of MSW course will be two years divided into four semesters, the maximum number of years to complete the course is 4 years. The duration of each semester will be 90 working days.

3. DEFINITIONS

Programme refers to MSW; Course refers to a subject in the programme. The uniqueness of this program is that the students are exposed to intensive field based experimental learning which gives an edge over other under-graduate and post graduate courses. The transition from a student to a professional is carefully monitored by a group of qualified and experienced faculty. The main objective of the course is to impart education and training in professional social work and enhance the understanding of social issues through interdisciplinary perspective. It aims at developing the right attitudes and values that are essential to work with people and organizations as successful change agents to achieve the goals of professional social work.

Institution means Periyar Maniammai Institute of Science and Technology (PMIST)

4. PRE-REQUISITE

Where a prerequisite is specified for a course, the student should have undertaken that prerequisite course.

5. MEDIUM OF INSTRUCTION

Medium of instruction is English.

6. PROGRAMME OFFERED

Master of Social Work (Two years)

7. CREDIT SYSTEM

One credit is equal to one lecture hour or two lab/tutorial hours.

8. COURSE STRUCTURE

MSW two year programme should have minimum of 82 credits. Professional Subjects-Core (PC-32 credits), relevant to the chosen specialization/branch; Professional Subjects – Electives (PE-16 credits), Project Work, Field Work/ Internship in industry/Hospital/NGOs (32 credits), Non Major Elective (Self Study Course) (NME-2 credits)

9. FIELD PRACTICUM AND RESEARCH PROJECT

Field practicum is an integral part of the course which consists of Observation visits, Group projects, rural camp, Field work, Concurrent field work and Internship for Pre-Employment placement that enable the students to transfer the theory learning and practice in the fields of social work. Project report is another important feature of this programme. Each student is expected to do one major research based on her/his interested area, with a supervision and guidance of the social work faculty. The course covers soft skills to enrich in their professional practices. Thus, the entire course is designed to achieve the overall personality of the students.

10. SPECIALIZATIONS IN MSW

There are three major specializations vis-à-vis Clinical Social work, Development Management and Human Resource Management provided in PMIST. These specializations are offered in the second year to address the challenges in the society, requirements of NGOs / Hospitals/Organizations/ Industries and to satisfy the students' career needs. In the respective areas of specializations the competencies of the students are enhanced by providing additional on campus and off campus trainings.

11. CHOICE BASED CREDIT SYSTEM

Choice based credit system is incorporated in this regulation. The core subjects, Specialization- electives and *Project Work, Field Work/ Internship* are offered. However a student can take non-credit self learning subjects offered in her/his department or any other department which is not considered for grading purpose but appear in grade sheet.

12. EXAMINATION AND ASSESSMENT

Theory I to II Years PG Pattern

S. No	Task	Notes	%	Duration	Venue	Time Tabling and supervision	Authority
1	Real Time Evaluation (CA 1 (Subject Specific)	45 to 80 Days	20	-	Department	Class teacher and Course Teacher	HoD
2	CA 2 such as Seminar, Assignment, case study/method study/project study, etc.	0 to 75 Days (Minimum 5 and maximum 8)	30	-	Department	Class teacher and Course Teacher	Course Teacher
3	CA 3- End Semester Pattern (MCQ – 10% + Descriptive 90%)	After 90 Days (Equal Weightage to all portions)	50	3 Hours	University Classrooms	Chief Superintendent	CoE

Field Work /Concurrent/ Pre-Employment Placement Practical (For all Years)/ Mini Projects and Project (For all Years)

Review	%	Schedule
Review 0	5	15 th Day
Review I	25	After 40 Days
Review II	25	After 60 Days
Presentation (Applicable for project only)	5	After 75 Days
Review III	40	After 90 Days

Attendance requirement:

1. The minimum attendance required for appearing in the formative assessment CA1 and CA2 is 65%.
2. Maximum of five marks is allotted for attendance as one of the component in CA3

Percentage of Attendance	76-81	82-87	88-93	94-99	100
Marks	1	2	3	4	5

3. The minimum percentage of attendance required to appear for the end semester examinations is 75% (course wise).
4. If the percentage of attendance is between 65% and below 75% for the individual courses due to medical reasons; then the student is eligible to apply for condonation with a prescribed fee of Rs. 300/ per course and also to produce a medical certificate from a registered medical practitioner not below the rank of a Civil Assistant Surgeon
5. If the percentage of attendance is less than 75% and above 65% (overall attendance), she /he has to appear for the exam as supplementary after gaining the required attendance.
6. If the percentage of attendance is less than 65% (all courses put together) then the student will be categorized under “Redo candidate”.
7. For calculating the percentage of attendance; following norms are framed: For CA1 – From the reopening date to the day before CA1 examination For CA2 – From starting date of CA1 – the day before the CA2 examination For End semester – From starting date to last working day.
8. If a student falls under Redo category, while rejoining he/she has to again pay the prescribed semester fees along with re-registration fees (Rs.500/-).

Passing Minimum

- a. There is no passing minimum for FA. However, a student must secure:
 - I. Minimum 40% in SA (includes Theory cum Lab) and 50% in total (overall)
 2. Students are permitted to appear for the supplementary examinations both during odd and even semester.

Formative Assessment: Provision for improvement

All components pertaining to formative assessment will be offered. A student can take all or a few assessments. The assessment will take place from 4th week of the semester by paying Rs.100 as exam fee along with the consent of respective HoD. The reassessment will be conducted at the Department level, wherein HoD will act as the Chairperson. This improvement provision is not applicable for the current semester courses.

Performance	Letter Grade	% of Attendance
Outstanding	O	>=95%
Medium	M	>=85% and <95%
Satisfactory	S	>=80% and <85%

Minimum Requirements of Weightage for Passing a Course

Formative	50%
Summative	50%
Total= Formative + Summative	50%

13. CALCULATION OF GRADE POINTS

University uses Grade Point Average (GPA), an internationally recognized calculation which is used to find the average result of all grades achieved.

The GPA for each semester is calculated by taking the sum of the products of grade points with the corresponding credits earned by the student divided by sum of credits in that semester. The formula for calculating GPA is given in equation (1).

$$GPA = \frac{\sum_i C_{ni} G_{ni}}{\sum_i C_{ni}}$$

(1)

Cumulative Grade Point Average (CGPA) is the sum of the products of credits with grade points of all semesters divided by the sum of all credits of all semesters. The formula for calculating CGPA is given in equation (2).

$$CGPA = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}} \quad (2)$$

where C denotes subject G denotes grade point n denotes semester number and i denotes subject number.

14. GRADE VERSUS MARKS DISTRIBUTION

I & II Year

Grade Letter	Grade Point	Performance	Actual Marks
O	10	Outstanding	$A \geq 91$
A+	9	Excellent	$81 \leq A < 91$
A	8	Very Good	$71 \leq A < 81$
B+	7	Good	$61 \leq A < 71$
B	6	Above Average	$55 \leq A < 61$
C+	5	Average	$50 \leq A < 55$
U	0	Reappear/Absent	$A < 50$
W	0	Withdrawal	

15. ELIGIBILITY FOR THE DEGREE AND CLASSIFICATION OF CLASSES

A student is eligible for the award of degree in M.S.W programme if she/he earns a **total number of credits prescribed by the course curriculum within the permitted duration of the course**. The degree is classified as follows.

CGPA	7.5 and above and passed in first attempt Maximum number of courses which can be withdrawn is three and withdrawal considered for only one semester of the programme.	First Class with Distinction
CGPA	6 (in any attempt) and above in $n + 1$ consecutive years where n is the number of years for a programme	First Class
CGPA	Less than 6	Second class

CGPA to % conversion is multiplication of CGPA with 10.

16. SUPPLEMENTARY EXAMINATIONS

The students who have not secured minimum marks (fixed by the subject teacher) to pass the subject have to reappear for the supplementary exams in the subsequent semester.

17. RULES FOR WITHDRAWAL FROM COURSE

A student can withdraw from a course temporarily or permanently due to whatsoever reasons. In that case she/he can rejoin the course if she/he has temporarily withdrawn from a course. However the maximum number of years to complete the course is 4 years for the candidates.

18. RULES FOR CHANGING BRANCHES

A student can change their programme with the due permission from the Dean (FHSM) and the Dean (Academic) before completing 15 working days from the commencement of the programme.

19. PRESENTATION AND PUBLISHING OF RESEARCH ARTICLES

In order to motivate the students towards research, it is proposed that students should make presentation and publish research articles during their study period. It is made mandatory for the award of the degree and is applicable for students admitted from the academic year 2020-21 onwards.

For MSW -- 2 papers (1-National/International Journal and 1-National/International conference)