2018

Prospectus

Master's Degree Programmes, 2018-2020
&
Bachelor's Degree Programme, 2018-2021

Tata Institute of Social Sciences
Guwahati Campus

I/III/V Semester

Reopening of the Institute (Faculty)	Monday, July 9, , 2018
Orientation for 1st year students	Thursday 12 & Friday 13 July, 2018
Commencement of the Classes for all	Monday, 16 July, 2018
Announcement of Examination Time Table	Friday, 21 September, 2018
Field Work /Dissertation (MASW)	Saturday, October 6 to , Tuesday, November 6,2018
Field Work /Dissertation (LSSP 3rd Sem)	Monday, October 8 to, Sunday, October 28, 2018
Field Work for Dissertation EESD 3rd Sem (Phase I)	Saturday, 13 October to Friday, 2 November 2018
Last Lecture Day for all programme	Monday, 12 November, 2018
Examination Preparatory Period	Tuesday, November 13 to Friday, 16 November, 2018
Semester Examinations	Saturday, 17 November to Friday, 30 November, 2018
II/IV/VI Semester	
Commencement of classes for all	Wednesday 5 December, 2018
Submission of grades to Academic Section (Semester I/III/V)	Monday, 10 December, 2018
Moderation of grades	Wednesday,12 December – Friday, 14 December, 2018
Declaration of results (Semester I/III/V)	Wednesday 19 December, 2018
Sports week (Non Instructional days)	Wednesday 19 to Friday 21 December, 2018
Application for Re-evaluation and Improvement	Thursday, 20 December to Monday 24 December, 2018
Field work for Dissertation EESD 3rd Sem (II Phase)	Monday, 24 December,2018 to Saturday 12 January 2019
Vacation	Saturday 22 December, 2018 to Tuesday,8 January, 2019
Reopening of the institute and commencement of the Classes	Wednesday 9, January 2019
Supplementary examination 1 (Semester I/III/V)	Monday 21 January, 2019
Result declaration of Supplementary 1	Wednesday 30 January, 2019
Supplementary examination 2	Thursday 7 & Friday 8 February, 2019
Result declaration of Supplementary 2	Thursday 14 February, 2019
Cultural Festival (Non Instructional days)	TBC
Announcement of Examination Time Table	Tuesday 12 March, 2019
GD & PI for MA 2018-20 batch	TBC (2nd week of March)
Field Work (MASW)	Friday, 15th March 2019 to Monday 15th April 2018
Last lecture day	Friday 19, April 2019
Examination Preparatory Period	Saturday 20 to 23 Tuesday April, 2019
Semester Examinations	Wednesday 24 to Wednesday 8th May 2019
Submission of Grades for final year students	Monday 6 May, 2019
Submission of Grades for 1st year/2nd year students	Friday 17 May, 2019
Rural Practicum MASW	Thursday, 16th May 2019 to Saturday, 25th May 2019 MASW
Experiential learning BASS	Saturday, 27th April to Wednesday,1st May 2019 (BASS 2nd Sem) & Wednesday, 1st May to Friday, 31st May (BASS 4th Semester) 2019
Internship EESD 2nd Sem /Rural Practicum/Field Trip	Friday,10 May, 2019 to Tuesday, 9 July, 2019
Convocation	Thursday 30 May, 2019
Summer Vacation	Saturday,1 June to 9th July 2019
The Institute reopens for the Faculty	Wednesday, 10th July 2019
The Institute reopens for the students	Friday 15 July 2019

** Practicum/Fieldwork (1week) dates for EESD programme will be decided in consultation with organisations.

Semester I and II: 15 weeks (excluding 6 non-instructional days: Sports meet and Cultural Festival)

Winter Vacation: 17 Days

Summer Vacation: 39 Days

*Subject to change in GOI holidays

PROSPECTUS FOR
MASTER'S DEGREE PROGRAMMES
2018–2020
&
BACHELOR'S DEGREE PROGRAMME
2018–2021

TATA INSTITUTE OF SOCIAL SCIENCES- GUAWAHATI CAMPUS
A Deemed University under Section 3 of the UGC Act, 1956

Principles Governing Students' Stay at TISS

The Tata Institute of Social Sciences (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.

The 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 Students' Rights and Dignity

Gender Amity Committee (GAC)

Social Protection Office (SPO)

Anti- Ragging Committee (ARC)

Offices for Welfare of Students

Students Affairs Office (SAO)

Grievance Redressal Committee

Health and Wellness

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1. About Tata Institute of Social Sciences

1.1 Our History

The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work. In 1944, it was renamed as the Tata Institute of Social Sciences. The year 1964 was an important landmark in the history of the Institute, when it was declared Deemed to be a University under Section 3 of the University Grants Commission Act (UGC), 1956.

Since its inception, the vision of the TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centered, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all. The TISS works towards its vision through:

- Creation and provision of socially relevant and high quality professional education in a wide range of inter-disciplinary areas of Social Sciences to a larger number of students from all sections of the society in the country.

- Facilitation of autonomous research and dissemination of knowledge.

- Support knowledge creation through strong M.Phil. and Ph.D. programmes and Post-Doctoral scholars.

- Strategic extension, field action and advocacy through training and capacity building of State and non-State institutions and personnel.

- Initiate field action and advocacy to demonstrate and facilitate creation of policies and programmes.

- Professional response to natural and human-made disasters, through participation in relief and rehabilitation activities.

Over the years, the Institute has made consistent contributions to civil society and to the development sector through its education, research, field action and extension and today, the TISS has earned recognition as an institution of repute from different Ministries of the Government of India; 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, whose bulwark is a commitment and responsiveness to social needs.

1.2 Building on Excellence: TISS Milestones

1936   The beginning of social work education in India. The Sir Dorabji Tata Trust establishes the Sir Dorabji Tata Graduate School of Social Work with 20 students.

1937   The Child Guidance Clinic, the Institute's first Field Action Project, is   launched. Today, it is known as Muskaan: Centre for Child and Adolescent Guidance.

1940   Publication of The Indian Journal of Social Work, the first journal of social work in South Asia, begins. The journal is currently in its 75th year of uninterrupted publication.

1944   The Sir Dorabji Tata Graduate School of Social Work is renamed as the 'Tata Institute of Social Sciences'.

1948   In the aftermath of the Partition, the Institute sends a relief team of students and faculty to work in refugee camps. This tradition of responding to human needs and natural disasters by sending relief teams continues even today.

1954   The Institute shifts to a new campus at Deonar, Mumbai. Today, this is the Main Campus of the Institute.

1964   The Institute is recognised as a Deemed University by the Government of India (GoI), and is primarily funded by the UGC.

1967   The social work specialisation in 'Labour Welfare and Industrial Relations' develops into an independent Master's Degree programme in Personnel Management and Industrial Relations.

1969   The Unit for Child and Youth Research—the first research unit of the Institute—is set up with support from the UNICEF. Other research units are also set up in relevant areas between 1970 and 1984.

1980   Evening certificate programmes are initiated in (i) Hospital Administration, and (ii) Personnel Management and Industrial Relations. These programmes later develop into Diploma Programmes.

1986   The idea of a Rural Campus is conceived. The Government of Maharashtra (GoM) donates 100 acres of land in Sindphal Village (Tuljapur Taluka, Osmanabad District), for this purpose.

1988   The Institute is designated as a Curriculum Development Centre for Social Work Education by the UGC.

1993   Master's degree programmes in 'Health Administration' and in 'Hospital Administration' are initiated.

1999   The Mumbai campus expands with the inauguration of the 11-acre Malti and Jal A.D. Naoroji Campus Annexe.

2002   The National Assessment and Accreditation Council (NAAC) awards a 5-Star rating to the Institute.

2004   A Bachelor's programme in Social Work commences at the TISS Tuljapur Campus.

2005   Diploma programmes in Sustainable Development commence in Ladakh and in the Andaman & Nicobar Islands.

TISS MILESTONES

➢ The year 2006 was landmark year for TISS when existing Departments and Units in TISS Mumbai were restructured into 5 Schools and 4 independent Centres. These have now expanded to 12 Schools and 4 Independent Centres.
➢ Between 2006 to 2014, the number of Masters programmes offered by TISS increased manifold, a revamped M.Phil.-Ph.D. programme was introduced, as were several new Diploma and Certificate programmes. Today, TISS offers more than 50 Masters degree programmes across its four campuses.
➢ New TISS campuses in Guwahati and Hyderabad were established in 2011. With Tuljapur Campus in rural Osamanabad district of Maharashtra and the Mumbai Campus, TISS now functions out of four campuses in the Country.
➢ In the year 2011, the Institute celebrated its Platinum Jubilee.

- In the Year 2012, 5-year Integrated B.A. in Social Sciences and Master Programmes were introduced from the Guwahati, Hyderabad and Tuljapur Campuses.
- The National Assessment and Accreditation Council (NAAC) in 2002 awarded a 5-Star rating to the Institute, and in 2010 it re-accredited the TISS with an A Grade. In the 3rd cycle of assessment held in February 2016, NAAC rated TISS with a score of 3.89 out of 4.00, the second highest score among universities accredited thus far.

Organisational Structure

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

2. TISS Guwahati Campus

The social change process in Northeast India is driven by confrontations between various power centered and a deep rooted sense of insecurity and fear where there is a struggle for dominance between state and community, tribes and non-tribes, tribes and tribes, tribes and foreigners and community against individuals rather than any clear vision of development. Opposing groups are extremely powerful socially, politically and even in physical numbers and are able to inflict severe damage on other opposing groups.

In this dynamic and fast altering scenario, educational institutions, especially those with the capacity to engage proactively with both state and non-state actors and whose sole intent is to advance social development, have an important role to play. Moreover, TISS has been in constant engagement with the north-east region in the past through various projects of the Government, support to Universities and NGOs, and also through its students and alumni from the region. However the same was more fleeting and task centered. With the restructuring that took place in the institute in the year 2006, there was a clear realisation that a need existed to engage with the region more concretely. Understanding that one would need to be present in the region to contribute to its various processes, the TISS began an exploration to develop a strategy for engagement to respond to the region in a more systematic and coordinated manner primarily because of the need for an educational institute to engage with people and development processes in whatever capacity possible especially in the light of the complexities that exist.

The goal of establishing Guwahati Campus is to undertake education, training, research and related activities across eight states of North-East India which will enhance the capacities of organizations, communities, states and market in this region especially focusing on the indigenous communities, including state and non-state organizations in the sub-region. This is to facilitate the capacities of different stake holders in communities, state and market, and to contribute to social justice and the overall social development processes.

Against this backdrop and in order to cater more specifically to the capacity building needs of the North Eastern states, TISS set up the Guwahati campus.

This campus plans to:

1. Generate new theories and ideas that would exemplify processes of empowerment.

2. Develop new models of intervention and practice theories.

3. Conceptualise new methods of intervention within Social Work Practice.

4. Actively generate new knowledge in interdisciplinary areas of society, economy, culture and environment impacting people's lives and livelihoods.

5. Facilitate debate on critical aspects of transformation in economy, society, culture, environment through seminars, conferences and round tables involving State and non-State actors.

6. Develop faculty exchange programmes with Universities located in the region focusing on the developmental issues in North-East region.

7. Strengthen North-East TISS alumni by maintaining database and conducting meets of TISS alumni at least once/twice a year.

8. Collaborate with other institutes/organizations/universities in the region.

2.1 TISS Guwahati Campus: Milestones

2006   The North Eastern Regional Centre was established at Guwahati. Apart from short term trainings on research, community mobilisation, gender, a diploma on community organization and development practice, which was designed to build capacities of grassroots development practitioners was introduced and four batches of over 450 students graduated successfully from this programme over the years.

2008   The Government of Assam invited the TISS to establish a campus in Assam. There was a regional consultation where committees with senior faculty members from TISS Mumbai visited all the states of northeast and TISS Campus in Guwahati was established.

2009   Government of Assam has awarded 24.5 acres of land to the TISS to build the campus;

2010   The foundation stone for the campus was laid in the presence of Mr. Ratan Tata by the Chief Minister of Assam Shri Tarun Gogoi and Mr. Krishna Kumar the then Chairperson of the Institute.

2011   The UGC gave permission to set up the off campus of TISS in Guwahati.

2012   A landmark year for TISS Guwahati

- Academic Programmes were launched in TISS Guwahati in a public function presided by Shri Ramadorai, Chairperson TISS Governing Board, the Chief Minister of Assam along with the Education Minister, DONER Minister and Union Minister for Rural Development.

- Academic programmes started with two Master's degree programmes: (i) Ecology, Environment and Sustainable Development and (ii) Social Work; and one Bachelor's degree programme: Bachelor's of Arts in Social Sciences

2013   A significant year for the campus

- Government of India sanctioned Rs.100 crore in the Union Budget for infrastructure development.

- Ph.D. and integrated M.Phil.-Ph.D. programmes in Social Sciences were introduced.

- A New M.A. programme in Labour Studies and Social Security (renamed as M.A. in Labour Studies and Social Protection in 2014) was introduced.

- Four specialisations (Counselling, Community Organization and Development Practice, Livelihoods and Social Entrepreneurship, and Public health) were introduced within Social Work programme.

2014   The campus introduced a new M.A. programme in Peace and Conflict Studies.

2015   A disciplinary M.A. programme in Sociology and Social Anthropology is introduced for the first time in the history of TISS.

2016 NAAC reaccredited TISS in February with a score of 3.89 out of 4, the second highest score of universities accredited thus far.

2017   The most momentous year

Inauguration of the new permanent campus at Jalukbari on 31th May 2017 by the Honourable Minister of Health and Education, Assam, in the presence of Chairman Mr. Ramodorai, Director Prof. S. Parasuraman and many other dignitaries.

The first Academic session in the new permanent campus started from 10th July, 2017

Key Positions - Guwahati Campus

Director	Professor. Shalini Bharat
Deputy Director	Professor. Kalpana Sarathy (Acting)
Registrar	Dr. C. P. Mohan Kumar
Dean, School of Social Work	Professor Kalpana Sarathy
Dean, School of Social Sciences & Humanities	Dr. Sanjay Barbora
Chairperson, Centre for Undergraduate Studies	Ms. Navaneeta Deori
Chairperson, Unit of Research and Development	Dr. Jagannath Ambagudia

3. Teaching Programmes at TISS Guwahati

3.1 M.Phil. and Ph.D. Programmes
1. Integrated M.Phil.-Ph.D. in Social Sciences

3.2 Master's Degree Programmes

School of Social Work

1. M.A. Social Work in Counselling (M.A.S.W-CO)
2. M.A. Social Work in Community Organization and Development Practice (M.A.S.W-CODP)
3. M.A. Social Work in Livelihoods and Social Entrepreneurship (M.A.S.W-LSE)
4. M.A. Social Work in Public Health (M.A.S.W-PH)

School of Social Sciences & Humanities

1. M.A. in Ecology, Environment and Sustainable Development (M.A.EESD)
2. M.A. in Labour Studies and Social Protection (M.A.LSSP)
3. M.A. in Peace and Conflict Studies (M.A.PaCS)
4. M.A. in Sociology and Social Anthropology (M.A.SSA)

3.3 Centre for Undergraduate Studies

1. B.A. in Social Sciences (BASS)

3.4 Intake of Students for the Academic Year 2018–2020 (M.Phil. & M.A.) & 2018–2021 (B.A. in Social Sciences)

Programme of Study	Intake*
Integrated M.Phil.-Ph.D. in Social Sciences	10
M.A. in Ecology, Environment and Sustainable Development	25
M.A. in Labour Studies and Social Protection	25
M.A. in Peace and Conflict Studies	20
M.A. Social Work in Counselling	20
M.A. Social Work in Community Organization and Development Practice	25
M.A. Social Work in Livelihoods and Social Entrepreneurship	25
M.A. Social Work in Public Health	20
M.A. in Sociology and Social Anthropology	20
B.A in Social Sciences	60
Total	**250**

* Total intake – Excluding mobility students from Integrated BAMA through upgradation.

3.5 Admission Procedure

3.5.1 Eligibility Criteria for M.A. Programmes
3.5.1.1 Programme require completion of Bachelor's Degree of minimum of 3 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a recognised university, in any discipline.
3.5.1.2 Only those Candidates who will be able to complete all the requirements of their final year Bachelor's Degree examinations by Saturday, June 2 2018 are eligible to apply to all the sprogrammes.
3.5.1.3 Candidates who will be able to complete all the requirements of their final year Bachelor's Degree examinations by July 10, 2018 are also eligible to apply. Till the time the candidate submits results of the final year degree examination, admission to any of the Master's Degree Programmes of the

Institute will be provisional. The results of the final examination have to be submitted before September 30, 2018. Those who fail to do so, their provisional admission stands cancelled.

3.5.1.4 Candidates who have taken a break from formal education, especially those who have had to work in the voluntary, non-governmental, governmental, formal and informal sectors and those who are willing to undertake the rigours of an MA programme are encouraged to apply.

3.5.1.5 Candidates desirous of pursuing the M.A. programmes offered at TISS Guwahati campus will have to appear for a common TISS Admission Test (TISS-NET) followed by Pre-Interview Test (PIT) and Personal Interview (PI).

3.5.2 Eligibility Criteria for B.A. Programme

3.5.2.1 Students should have passed 12th Class or Intermediate in any subject stream from a recognised board. Candidates who have appeared for their 12th class or Intermediate final exams and are awaiting results are also eligible to apply. Final pass result should be produced at the time of joining the programme, if selected.

3.5.2.2 Candidates desirous of pursuing the B.A. Social Sciences programme in any of the three Campuses where it is being offered from will have to appear for a common TISS Admission Test (TISS-BAT).

3.5.2.3 Candidate should be less than 23 years of age at the time of appearing for the TISS-BAT 2018, as on April 30, 2018. Applications from candidates over this age will not be entertained.

3.5.3 Reservation

3.5.3.1 Reservation of seats is as per Government of India requirements: 15% for Scheduled Castes, 7.5% for Scheduled Tribes, 27% for Other Backward Classes (Non-Creamy Layer) and 1% for Kashmiri Migrants. The 3% for Persons with Disability as per Disability Act (which is 1% each reserved for persons with (a) Low Vision/Blindness, (b) Hearing impairment, and (c) Learning Disability/Cerebral Palsy) and 5% for Arm Forces (Supernumerary Quota, respectively).

3.5.3.2 The TISS Guwahati Campus has been established with support from the Ministry of Development of North Eastern Region (MDONER), Government of India. The campus is expected to benefit students from the eight States in the region. 66% of the seats will be proportionately distributed amongst the eight North-eastern States (seats allocated to each of the states will follow the reservation norms of that State); and 34% of the seats for students from rest of India (GoI reservation norms applied to these seats).

4. Master's Degree Programmes

School of Social Science and Humanities

The School of Social Sciences and Humanities (SSSH) has three inter-disciplinary centres and a core discipline building centre that prepares students to address a wide range of questions that confront our society today. The School encourages its students to build on critical questions arising from the field, while applying the knowledge acquired in classrooms. All the Centres that constitute SSSH have built on their networks and linkages with grassroots organisations, industry and the vibrant community of social science and humanities institutes in the region and beyond. The courses offered by each Centre reflect the School's emphasis on grounded, field-based knowledge that is geared towards specific skills that will help students navigate the complex world outside. They are also intended to equip students for a wide range of exciting careers that are emerging in the region and around the world.

The School of Social Sciences and Humanities (SSSH) offers the following M.A. programmes:
1. **M.A. in Ecology, Environment and Sustainable Development**
2. **M.A. in Labour Studies and Social Protection**
3. **M.A. in Peace and Conflict Studies**
4. **M.A. in Sociology and Social Anthropology**

Students admitted to post graduate degree programmes in all TISS campuses come with under-graduate degree in arts, science, humanities, social sciences, engineering and technology, medicine and allied disciplines, agriculture, law and other disciplines. Hence in order to enable the students gain nuanced understanding of the nation and its people — social, cultural, economic and political contexts— the Institute offers 8 credits Foundation Course.

4.1 Foundation Course (FC)

The Foundation Course (FC) is divided into six modules of different credits each. The FC focuses on the developing societies, economies and polities with emphasis on experiences of societies, economies and polities, rather than focusing on theories. Theories may be used while narrating, but will not form the core of the narrative style. All the six modules will be taught one after the other, rather than concurrently. The FC is taught over 120 hours of 60 lectures and carries a weightage of 8 credits over two semesters (first and second). The FC modules are compulsory for all the M.A. programmes except disciplinary M.A. programme in Sociology and Social Anthropology.

Semester	Module	Title	Credit
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusion and Social Policies	2
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues of North East India	1
Total Credits			**8**

4.2. M.A. in Ecology, Environment and Sustainable Development (M.A.EESD)

Today the world is facing serious problems due to human population explosion, poverty, inequality, pollution, political manipulation of the public for corporate benefit, the abuse of public and natural resources, and the dangers of toxic emissions, to name a few. By the turn of the millennium, as the dangers of global warming and the consequent climate change became evident, the limitations of a human-centric view of environment became clear. Therefore, in the recent years there has been a shift to a more holistic approach based on ecology – a view that sees humankind as part of an interconnected web of life. It becomes imperative to understand the interactions between the human systems and the natural world. The course will help students to develop professional skills for planning and implementing strategies to address various conservation related issues by taking into consideration related social issues.

All the courses in the proposed M.A. programme will work towards an elaborate understanding of Environment, Ecology and Sustainable development. The programme is a combination of theoretical knowledge, awareness of the contemporary environmental issues and fieldwork experiences. The aim of the course is to provide knowledge and skills to the students, which will help them understand the existing problems effecting our environment, possible ways to reduce such impacts and increase awareness in communities. This professional course will give students the opportunity to understand the institutional structures concerning environment both at the local and international level, as well as the policies, issues and problems of India and strategies to address these.

Objectives of the programme are to make understand students:
- Human-environment interaction and the different approaches to studying environment and ecology.
- Interrelationships of resource use, economics, politics and their impact on the environment;
- Environmental issues and their linkages to politics of development at the local, regional and global level.
- Issues in environmental economics and natural resource economics.
- Problems and debates of developing countries.
- Skill required for analysing and developing strategy to address ecological and environmental issues by taking into consideration the social perspective.

Distribution of Credit Hours (One Credit: 15 Hours)

Course Structure	Semester-I	Semester-II	Semester-III	Semester-IV	Total
Foundation Course	4	4	0	0	8
Perspective Course	13	9	8	2	32
Courses on Subsectors and Sectorial Issues	0	2	2	6	10
Methods and Skill Courses	5	5	2	0	12
Field, Practices and Independent Work	1	2	4	6	13
Total	**23**	**22**	**16**	**14**	**75**

*Per Credit is equivalent to 15 hours of classes

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credit
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusion and Social Policies	2
	C01	Fundamentals in Ecology	4
	C02	Ecology and Environment: Social Science Perspectives	4
	C03	Environmental Economics	3
	C04	Environmental Challenges and Sustainable Development	2
	C05	Field Research Methods	5
	C06	Exposures/Practicum	1
	Total Semester Credit		*23*
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues of North East India	1
	C07	Biodiversity Conservation and Management	4
	C08	Ethnoecology and Natural Resource Management	3
	C09	Biostatistics and its Application	2
	C10	Technology, Development and Society (CBCS Option)	2

	C11	Climate Change and Natural Disasters	2
	C12	Introduction to GIS and Remote Sensing	2
	C13	Term Project	2
	Total Semester Credit		*22*
III	C14	Environment and Public Health (CBCS Option)	2
	C15	Conservation based Rural Livelihood	4
	C16	Gender, Environment and Sustainable Development	2
	C17	Application of GIS and Remote Sensing	2
	C18	Environmental Legislations	2
	C19	Internship	4
	Total Semester Credit		*16*
IV	C20	Population, Migration and Environment	2
	C21	Industrialisation and Urbanisation	2
	C22	EIA, SIA and Auditing	2
	C23	Environment conflicts and Movements	2
	C24	Dissertation (Including Fieldwork)	6
	Total Semester Credit		*14*
Total Credit			**75**

4.2.1 Field Work

The field work is designed to provide a practical grasp of the issues of environmental degradation and their complexity. The students shall be given a choice to work within the state of Assam or in their own home states. The fieldwork shall be done at the end of the second and third semesters. The students can do internships in factories and corporations assessing and monitoring the emissions of industrial pollution, or with NGOs working on environmental issues. In rural practical, a student can understand the art of conversation of natural resources etc. from the local people and also make note of their growing impoverishment and their dependency on nature. Educational tours shall be made in the winter vacations in wildlife sanctuaries, site of dams, villages etc. within North Eastern Region to enrich the knowledge of the students.

4.2.2 Dissertation

An original master's thesis will be a requisite at the end of this programme for all students of the M.A. programme. Students will undertake supervised research projects, to be submitted at the end of the year. The topic for the dissertation shall be taken from any of the above courses. The distribution for the scoring of the dissertation will be between the process of research (30%) and the outcome of the research (70%). The students will be aided by courses on research methods in the second and third semesters and through supervisors allotted to students based on their research topics.

4.2.3   Assessment

Assessment will be based on a mix of classroom group assignments, individual assignments and examinations (only when needed). The mode of assessment will be decided before the course begins and will be articulated in the first class of each course in order to prepare the students. Attendance and classroom participation will also be part of the assessment and can be assigned a maximum of 5-10% of the weight-age.

4.3. M.A. in Labour Studies and Social Protection (M.A.LSSP)

In the last three decades, there has been a fundamental change in employment patterns and employment relations. Poor social security models have made labour markets more vulnerable than any other time in past. Keeping this in view, the M.A. programme in Labour Studies and Social Security (M.A.LSSS) was introduced at Tata Institute of Social Sciences (TISS), Guwahati Campus from the academic year of 2013. Considering suggestions from internal review committee and having consultation with experts from International Labour Organisations (ILO), International Center for Development and Decent Work (ICDD) and other experts in the field of labour, the curriculum was revised and subsequently renamed as the M.A. programme in Labour Studies and Social Protection from the academic year 2014.

The programme is aimed at preparing experts and professionals in engaged in issues relating to work and employment, laws and policies, and research. How workers manage their social security needs is the prime thrust of this programme. The course highlights changing nature of employment patterns, labour relations, trade union movement, collective bargaining, migration, labour market, role of corporate governance, occupational safety and health, and labour laws. This is an interdisciplinary programme that assembles concepts and theories from various disciplines like Economics, History, Law, Political Science and Sociology to understand functions and dynamics of work and employment.

Besides classroom lectures, discussions, case studies and presentations; there is a strong fieldwork component in the programme. Students are trained to work on large scale data set, undertake primary research and produce a systematic and coherent report. Considering the need for building experts in academic and professional world, they are also exposed to different software packages such as SPSS and STATA (quantitative data analysis software), and ATLAS.ti (qualitative data analysis software). The integration of theory and practice has enabled them to think critically, analyses the problems carefully and develop a suitable policy framework.

4.3.1 Key Features
- Focus on perennial problem of unemployment, underemployment and informal employment in developing economies in general, and Indian economy in particular.
- An in-depth understanding of the conceptual and theoretical understanding of different socio-economic and relevant policy issues pertaining to the labour studies.
- The course is interdisciplinary in nature that assembles concepts and theories from various disciplines like Economics, History, Law, Political Science and Sociology;
- The course has strong field work component in terms of internship, field work and writing a dissertation on a labour-related topic to provide a practical grasp of issues.
- Given the geographical location of the north east campus, students are encouraged to work on various issues pertaining to labour in and around Guwahati in first and third semesters. Students are placed in various organizations for their internship across India and neighbouring countries in the second semester.

4.3.2 Programme Structure and Curriculum Design

Interdisciplinary
Given that Labour studies and social protection draws from various disciplines like Economics, History, Law, Political Science and Sociology, the course is interdisciplinary in nature.

Perspective Building
Perspective courses provide foundational knowledge on the aspects of labour related issues studies and social protection in India as well as in the West in context of both formal and informal set-ups.

Analytical Skills
Courses are specifically designed to impart skills and techniques of data analysis, qualitative and quantitative, and apply these in development research and internship.

Experiential Learning
The field work and internship in the labour studies and social security curriculum is designed to provide a practical grasp of issues relating to labour. Given the geographical location of the north east campus, students will be encouraged to work on various issues pertaining to labour in and around Guwahati in first and second semesters. Students will be placed in various organizations for their internship across India and neighbouring countries in the third semester.

Employability
After successful completion of the course students may opt for higher studies in labour studies related disciplines and issues, or may engage themselves in various government departments which are dealing with labour issues (such as, Ministry of Labour and Employment, Ministry of Micro, Small and Medium Enterprises, Institute of Applied Manpower Research, Ministry of Rural Development, Ministry of Housing

and Urban Poverty Alleviation and etc.), and research institutions, university departments, or as experts in various national and international non-governmental organisations, law firms and corporate sector.

Distribution of Credit Hours (One Credit: 15 Hours)

Programme Detail		Total Courses	Credits
Courses	Foundation Courses	6	8
	Core Courses	20	44
Internship			6
Field Work			8
Dissertation			6
Total Credits			**72**

Semester-wise Listings of Courses

Semester	Courses	Course Code	Course Title	Credits
I	Foundation course (FC)	Module 1	Understanding Society, Culture and Identity	1
		Module 2	Economy, Polity and Governance	1
		Module 3	Social Exclusion and Social Policies	2
	Core Courses (LSSP)	LSSP 1	Economics and Labour- I	2
		LSSP 2	Industrialisation, Economic and Social Changes	2
		LSSP 3	Work, Organisations and Industrial Relations	3
		LSSP 4	Labour in Industries	2
		LSSP 5	Informal Economy and Informal Employment	4
		LSSP 6	Field Exposure/Practical-I: Industry Visit	2
	Total Semester Credit			*19*
II	Foundation course (FC)	Module 4	Development: Concepts, Theories, Dimensions and Strategies	2
		Module 5	India's Development Experience	1
		Module 6	Introduction to Issues in North East	1
	Core Courses (LSSP)	LSSP 7	Economics and Labour- II	2
		LSSP 8	Labour in Service Sector	2
		LSSP 9	Trade Union Movement (CBCS)	
		LSSP 10	Economic and Social Security	3
		LSSP 11	Labour Laws in India	2
		LSSP 12	Introduction to Research Methodology	2
	Total Semester Credit			*17*
III	Core Courses (LSSP)	LSSP 13	Internship and Presentation	6
		LSSP 14	Labour in Agriculture	2
		LSSP 15	Labour in North East India (CBCS)	2
		LSSP 16	Public Policies and Labour	2
		LSSP 17	Labour Market Theories	2
		LSSP 18	International Labour Standards and Decent Work	2
		LSSP 19	Advance Research Methodology	2
		LSSP 20	Field Exposure/Practical-II: Informal Sector	2
	Total Semester Credit			*20*
IV	Core Courses (LSSP)	LSSP 21	International Institutions and Labour	2
		LSSP 22	Corporate Governance, Corporate Social Responsibility and Labour	2
		LSSP 23	Tea Plantation Industry in India	2
		LSSP 24	Field Work	4

	LSSP 25	Dissertation	6
	Total Semester Credit		*16*
	Total Credit		**72**

4.3.3 Field Exposure/Practical

Industry Visit

The main objective of field exposure or field practical is to develop a comprehensive understanding of the field reality and its link with the theory. North Eastern Region (NER) has no remarkable industrial growth except traditional tea, oil and wood based industries in Assam; and coal, small and medium industries in Meghalaya. In recent years the "Look East Policy" of Government of India has made North East more important and strategic even in context of industry. Industries in this region have been classified mainly into two broad types: agro-based industries (tea industry, sugar industry, grain mill products industry of rice, oil and flour mills, food processing industry and the textile industry) and forest-based industries (plywood industry, saw-mill industry, paper and paper pulp industry). Studying different industries and its labour standard is core area of this course. There is dearth of studies exploring labour issues and industry in the region too. Therefore, hands-on experiences while visiting different industries shall provide practical understanding of industry and labour standard in that setting.

Informal Sector

With low industrial growth and growing population pressure in NER, informal sector becomes major source of livelihood in the region. There is hardly any study which addresses labour issues in the informal sector in the region. Thus students are expected to conduct study (group or individual) on the informal sector and labour in this sector including informal workers in the industries. The field based study will enable students understanding the phenomenon in the context of current development.

4.3.4 Internship

Students are expected to do internship with different organizations. The objective behind internship is to provide a scope for students to understand the structure of different organizations, industry, and labour at the grass root level (including trade union) while closely working with them. Field supervisors will be assigned in the organizations and students are expected to share their experiences and findings through presentations.

4.3.5 Dissertation

An original master's thesis will be a requisite at the end of this programme for all students of the M.A. programme. The main objective of dissertation is to develop a comprehensive understanding of the field reality and its link with the theory. Students will undertake supervised research projects to be submitted at the end of the fourth semester. Students may take any topic related to labour issues for their dissertation. The dissertation may be based on primary or secondary data. The work should be original and research based. Supervisor will be assigned by end of the first semester or beginning of the second semester.

4.3.6 Assessment

Assessment for each course will be based on a mix of group assignments, individual assignments, class presentation and written examinations (only when needed). The method of assessment for the B.A.SS courses may vary according to various courses. The course instructor usually decides the nature of assessment prior to the beginning of the course and informs the concern students and examination department accordingly.

4.4   M.A. in Peace and Conflict Studies

4.4.1 Vision Statement

The twentieth century was marked by both tragic series of violent wars, as well as the decolonization of Asia and Africa. It was, in every sense, a contradictory century of oppression and possibilities of emancipation of humankind. Entering into the first quarter of the twenty first century, the world is still beset by deep-rooted and multi-layered inequalities that fuel unrest and conflicts in different parts of the world. As contemporary societies come to terms with the aftermath of unilateralist political change and continued militarization of different parts of the world, one has to emphasise the need for articulating an alternative, historically and ethically grounded vision of politics and society. It is with this vision that the Tata Institute of Social

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Sciences, Guwahati Campus, intends to offer Two-Year M.A. programme in Peace and Conflict Studies (PaCS).

4.4.2 Mission Statement

The MA in Peace and Conflict Studies (PaCS), being offered by Tata Institute of Social Sciences, Guwahati Campus, reflects the Institute's engagement with issues of justice and peace, as well as acknowledges the Campus' unique location and expertise in being able to impart skill-based, philosophically grounded and employment oriented degrees to prospective students. It has three principal components spread across four semesters, which combine to offer students a creative mix of theoretical grounding and empirical explorations, field-based experience, and an introduction to the world of policy making, donors and agencies working on peace building and conflict analysis.

The Programme has three major feature constituents: (a) course work, (b) field induction, and (c) dissertation, which includes fieldwork and writing. Each constituent is linked to the other in a manner that allows the student to make the most of a conscientious focus on the history, sociology and politics of conflict and violence, as well as ensuring that she/he is able to engage with wider range of field-based issues with peace practitioners, policy makers and agencies.

4.4.3   Objectives of the Programme

- To go beyond strategic/security studies and international relations approaches to peace and conflict studies
- To produce high calibre practitioners, interventionists, writers, and researchers with practical, empirical and theoretical knowledge of violence and peace.
- To develop critical skills in research, advocacy, and communication on issues of peace and conflict
- To understand new dimensions of conflict resolution, such as, tourism, development
- To critically appreciate traditional peace building approaches and perspectives on reconciliation
- To research varied sites like memory and history as resource for conflict and reconciliation
- To recognise gender-based violence and resistances against militarism and encourage ethical, sensitive and empathetic methods of studying peace and conflict
- To develop theoretically sound and empirically rich studies on conflict and peace-building processes, particularly from the northeast of India

Distribution of Credit Hours (One Credit: 15 Hours)

Courses	Credits
Foundation Courses	8
Core Peace and Conflict Courses	25
Thematic Courses	24
Research	13
Total	**70**

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credits
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusion and Social Policies	2
	PaCS 01	Studying Conflict	03
	PaCS 02	Understanding Violence	03
	PaCS 03	Approaches to Peace	03
	PaCS 04	Gender, Law and Violence	02
	PaCS 05	Constitution, Law and Human Rights	02
	PaCS 06	Introduction to Research and Writing	01
	PaCS 07	Field Visits	00

	Total Semester Credit		**18**
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues of North East India	1
	PaCS 08	Memory, History and Conflict	03
	PaCS 09	Territory, Border and Conflict	03
	PaCS 10	Psychological dimensions of violence	02
	PaCS 11	Practices of Reconciliation (CBCS)	02
	PaCS 12	Conflict Resolution – I	03
	PaCS 13	Research Methods	04
	PaCS 14	Field Induction	00
	Total Semester Credit		**21**
III	PaCS 15	Case Study of Conflicts from the Global South	04
	PaCS 16	Environmental Justice	03
	PaCS 17	Conflict Resolution – II	03
	PaCS 18	Media and Peace Building	03
	PaCS 19	Forced migration and internal displacement (CBCS)	02
	PaCS 20	Field work for Dissertation	00
	Total Semester Credit		**15**
IV	PaCS 21	Inter-Programme offered courses	04
	PaCS 22	Indigenous Peoples' Movements	02
	PaCS 23	Multiculturalism and Minority Rights	02
	PaCS 24	Dissertation	08
	Total Semester Credit		**16**
Total Credit			**70**

4.5   M.A. in Sociology and Social Anthropology

Sociology and Social Anthropology as two distinct disciplines had its origin in Europe. Sociology emerged as the study of predominantly industrial society and Social Anthropology as the study of non-industrial societies. The distinction was implanted in India too. Today, there is a need to interrogate the separation of the two disciplines, especially in light of the self-reflective turn that both have taken over the past two decades, both in India and in other parts of the world.

In keeping with these realities, the programme is designed to integrate the discipline of Sociology and Social Anthropology with a view to have a comparative and systematic understanding of the society and its institutions. Such a programme is most suited considering the regional location of TISS, Guwahati Campus, where an entire region is on the cusp of a profound social, economic and cultural transformation.

4.5.1   Objectives of the Programme

This programme in sociology and social anthropology emphasises interdisciplinary and critical approaches to social issues. It is designed to provide students with the necessary knowledge and basic skills in understanding society and different theoretical orientations. For this purpose, the programme aims to:

- Integrate the discipline of sociology and social anthropology with a view to have a comparative and systematic understanding of society and its institutions.
- Develop the students' understanding and analytical abilities in major social anthropological perspectives.
- To have the basic skills to understand how the simple and complex society functions and changes.
- To ground students theoretically and methodologically, in order to enable them understand national and regional specificities of contemporary societies in India in particular and its South/Southeast Asian neighbourhood in general.

4.5.2 Key Features of the Programme

The programme has three principal components spread over four semesters: - (a) course work in perspective building, theoretical groundings, social economic and political issues, (b) field work, (c) dissertation. In the final year students will write a supervised dissertation on a topic of their choice; this is a great opportunity to study an area of interest for the students, and also to exercise the skills they have developed to future employers, or to further academic endeavours. The programme aims to provide students with employability skills including research methods and design, interviewing, statistical analysis, essay writing and ethnographic methods.

Distribution of Credit Hours (One Credit: 15 Hours)

Semester	Course Credit	Total Credits
Semester-I	Foundation Course:2	19
	Compulsory/core courses: 17	
Semester-II	Foundation Course: 1	16
	Core courses:13; CBCS:2	
Semester-III	Core courses: 12	14
	CBCS:2	
Semester-IV	Core Courses: 13	21
	Dissertation: 8	
Total		**70**

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credit
I	FC Module 3	Social Exclusions and Social Policies	02
	SSA01	Theories of Society I	03
	SSA02	Indian Society I	03
	SSA03	Culture and Society	04
	SSA04	Marriage, Family and Kinship	04
	SSA05	Research Methods I	03
	Total Semester Credit		*19*
II	FC Module 6	Introduction to Issues in the North East	01
	SSA06	Theories of Society II	03
	SSA07	Indian Society II	03
	SSA08	Society and Polity	04
	SSA09	Economy and Society (CBCS)	02
	SSA10	Research Methods II	03
	SSA11	**Introductory to Field/Rural Practicum/Study Tour**	00
	Total Semester Credit		*16*
III	SSA12	Inequality & Social Stratification	04
	SSA13	Social Change and Development (CBCS)	02
	SSA14	Gender and Society	04
	SSA15 (optional)	Society and Education	04
	SSA16 (optional)	Population and Society	04
	SSA17	Research Field Work	00
	Total Semester Credit		*14*
IV	SSA18	Religion and Society	04
	SSA19	Urban Sociology	04
	SSA20	Law and Society	03
	SSA21	Study of South East Asia	02
	SSA22	Dissertation	08

	Total Semester Credit	21
Total Credits		**70**

4.5.3 Teaching Methods

The award of a postgraduate degree is made upon the successful completion of a specified series of taught courses. List of the teaching methods will include: class lectures, group discussions, reading assignments in Journals/Articles, Power Point Presentation, audio-visual presentations, group reading sessions, debates on current issues by students, tutorial, book review assignments etc.

Students are also encouraged to participate in academic seminars, workshops and sessions, organise community based awareness programmes based on their areas of interest.

School of School Work

The volatility and instability of socio-economic, political and environmental conditions in recent years have had ramifications on the access, use and ownership of resources. The current situation in the world is one where one cannot function in isolation from the market forces. Yet when working on the issues of human betterment and social justice, one cannot let the markets determine the course of action as that might risk positioning profits over people or the planet itself. A well meaning idea meant to make the lives of people works best when backed by a keen understanding of how to translate it into overall socio-economic betterment for the same people it seeks to address and work for.

Research shows that states where social development has been given precedence over, and at the cost of economic opportunities and growth, have been marked by an economic stagnation and a decelerated growth. Therefore, ideas centered on social development alone might be insufficient in a situation where there are no support mechanisms for them to sustain.

There can be a commensurate lesson one can draw from such a scenario, one where the endeavor should be to look at development more holistically instead of an approach which isolates social development from other processes.

Therefore when we look at equipping young people with the knowledge, attitudes and skills to be a skilled worker in the field of social work, coupling it with insights and training with an entrepreneurial lens might hold the key to providing long lasting solutions to our social problems. The Tata Institute of Social Sciences aims to bridge this very gap in social work education to create a cadre of young entrepreneurs who work with communities for social justice and aim to find innovative solutions towards the same

The vision of the Master's Programme on Social Work from 2013-14 at TISS Guwahati Campus has shifted from generic approach in 2012-13 to specialisations in 2013-14 in four areas- Counselling (CO), Community Organization and Development Practice (CODP), Livelihoods and Social Entrepreneurship (LSE) and Public Health (PH). The students are exposed to multi-dimensional courses which are meant to enhance their practical knowledge of understanding relevant concepts which are constantly emerging in the social work sector. Associations with resource organizations, experts and practical assignments are emphasised to give the students an opportunity to explore their specific interests and imbibe practical skills of knowledge, attitude and innovation in their respective courses.

The geo- political setting of the TISS Guwahati would make the programme relevant to students of Social Work in India and the North East but would not be limited to them. The TISS Guwahati is designed to become a hub of social science education and research in South and South- East Asia. Students from the Hindu-Kush Himalayan region countries of Afghanistan, Bangladesh, Bhutan, China, Nepal and Pakistan would also find the course and field work settings most relevant.

The First Year of the Social Work Programme, i.e. Semester I & II focuses on the social work practice courses along with the foundation courses, field work and rural practicum. The Second Year focuses on the specialisations.

Foundation Courses (FC)
The Foundation Courses in the M.A. in Social Work will ensure that the students of Social Work have a basic understanding of issues related to development, poverty, patterns of discrimination and exclusion, political economy of globalisation and the state, and civil society dynamics. Further, in keeping with the vision of the institute, the coursework is grounded in an exposure to the major national and global socio-political issues relevant to a better understanding of society and the state.

Choice Based Credit System (CBCS)
Depending upon the interests, learning needs, and aims of the students, CBCS gives the opportunity to choose interdisciplinary, intra-disciplinary and skill-based courses from a pool of 7 courses from various programmes within the School of Social work. Thus CBCS offers additional avenues of learning beyond the core subjects for holistic development.

Social Work Practice Courses (SW)
The core curriculum is conceived as a set of courses that is fundamental to attaining a firm knowledge of Social Work and generalist competence in the allied fields. The Core Curriculum represents those elements of theory and practice knowledge of which is indispensable to general practice (not specialised) of the discipline. These courses will provide the skill and knowledge base to students in the MA Social Work Programme. In keeping with this vision, the programme draws from the real world and equips students with the best practices and understanding of social work practice most relevant to their course of study.

Specialisation Courses
The specialisation courses include Counselling, Community Organization and Development Practice, Livelihoods and Social Entrepreneurship and Public Health. The aim here is to foster change leaders who have a comprehensive and nuanced understanding and skills in the four areas.

Pedagogy
The pedagogy will consist of theoretical inputs coupled with reflections drawn from the students' own experiences in field work and in the past. Emphasis will be on self learning, project specific engagement and library work. There will be a mix of lectures (input sessions) and tutorials (discussion and reflection by students) in order to encourage critical analysis of issues discussed in class.
The evaluative modes will encourage analysis and applications of the theories and concepts learnt. The course provides time for self study and a reflection over the concepts learnt in class. The students are also engaged through workshops that are designed to bring them together in groups on issues to encourage experiential learning and build skills. These workshops will be non-credit but compulsory and will be linked to course work.

Field Work
The field work in the social work curriculum is designed to provide a practical grasp of the societal issues and complexities. Students are placed in a range of governmental and non-governmental organisations in rural, urban, and tribal settings across the country in order to build exposure to best traditions for social work practice.

The field work will be in the block form in all 4 semesters (except in the Centre for Counselling which will be in block form in the 1st and 2nd semesters and concurrent in the 3rd and 4th semesters). As far as experiential learning goes, field work provides ample scope for learning from the various settings and also facilitates cross-learning on issues. The purpose of the field work curriculum is to facilitate the development of a professional social worker who can enter the practice arena in any setting of practice and be able to apply the profession's knowledge base, perform direct social work practice skills and act according to social work ethics and values.

At the agency placement, the student will have the opportunity to integrate theory and practice, and as such, connect the theoretical and conceptual contributions of the classroom with the world of practice under the guidance of the Field Work Supervisors.

Much of the attitudinal and skill components of the curriculum will be realised through field work. As a means to facilitate the same, field work seminars will be held at the end of each academic year, where the students can present and discuss the realities in their field work situation. This will ensure that students are exposed not only to their field work setting but to a whole variety of issues and intervention styles.

Rural Practicum
A student of the M.A. Social Work is expected to possess a good grasp of the analysis of issues concerning development. For their rural practicum, the students will be encouraged to explore rural areas and work in areas in and beyond the North East. This is to expose students to the idea of 'rural' and the complex of problems and issues concerning the rural. While many students may come from a rural background themselves, positioning themselves as social workers will mean looking at the rural and rural issues with a new lens. This will aid the students in developing an understanding of the major patterns of discrimination, exclusion and issues of social and environmental justice when working for the people.
The Rural Practicum will take place at the end of the 2nd semester and will be a compulsory, non-credit component of the 2 year programme. The duration of the practicum will be 2 weeks.

Dissertation

An original master's thesis will be a requisite at the end of this programme for all students of MASW programme. Students will undertake supervised research projects, to be submitted at the end of the year. In keeping with the School of Social work practice, the distribution for the dissertation will be between the process of research (30%) and outcome of the research (70%). The students will be aided by workshops to build their capacities on research. The aim of these workshops will be to help the student articulate the research questions and design a strong, compelling research.

Distribution of Credits

semester	Details	Credits
I	Foundation Courses (FC)	4
	Core social work courses	10
	Specialisation course(CODP/CN/LSE/PH)	2
	Fieldwork	6
	Total	22
II	Foundation Courses (FC)	4
	Choice Based Credit System (CBCS)	2
	Core social work courses	6
	Fieldwork	6
	Rural Practicum (compulsory)	Not credited
	Total	18
III	Specialisation course(CODP/ CN/LSE/PH)	7/10/4/6
	Choice Based Credit System (CBCS)	2
	Fieldwork	6
	Total	15/18/12/14
IV	Specialisation course(CODP/CN/LSE/PH)	6/6/6/4
	Fieldwork	6
	Dissertation	6
	Total	18/18/18/16
Total Credits		73/74/70/70

4.6 M.A. Social Work in Counselling (MASW-CO)

With the quagmire of complexities that exist in today's world, interwoven with challenges of poverty and deprivation, people are uncertain of their futures creating conditions of stress which are extremely difficult to cope with. Mental stress is generally high and counselling services are very inadequate in this country. There is a dearth of counsellors in hospitals, schools, family settings and rehabilitation centres.

It is imperative to build the social work experience, which had always used counselling as one of its skills, to consolidate and further develop. Hence the M.A. in social work with specialisation in counselling will enhance the counselling skills in social work practice contexts. The programme is tailored to suit social workers working in a wide range of organizational and community contexts as well as individuals in a family. During the programme, the students will not only study counselling techniques, approaches but will get an in-depth knowledge of Mental Health in India and engage in research related to the subject.

On completion of the programme, students will be able to work in corporate organizations, families, family courts, disability sector, feminist counselling centres, correctional settings, school, universities and educational institutions, rehabilitation centres, during disasters, with the elderly, child care and adoption centres, and in the rural areas with programmes on health, education & livelihood .

A student opting for M.A. in social work with specialisation in counselling will study the foundation courses and the social work practice courses. In addition, their field work in second year will be in counselling settings and the M.A. dissertation is related to their specialisation.

Distribution of Credit Hours (One Credit: 15 Hours)

Course	Credits
Foundation Courses (FC)	8
Social Work Practice Courses (SW)	16
Specialisation Courses (CO)	20
Fieldwork	24
Dissertation	6
Total Credits	**74**

Semester-wise Listing Courses

Semester	Course Code	Course Title	Credits
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusions and Social Policies	2
	SW 1	Self and Society	2
	SW 2	History and Ideologies of Social Work	2
	SW 3	Social Work Practice: Principles and Concepts 1	4
	SW 4	Research in Social Work-1	2
	CN 1	Introduction to counselling: Its relevance and scope in Social Work.	2
	Fieldwork (Block/Concurrent)		6
	Total Semester Credit		22
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues in the NE	1
	SW 4	Research in Social Work-2	2
	SW 5	Social Work Practice : Principles and Concepts 2	2
	SW 6	Project planning and Assessment	1
	SW 7	Human Resource Management: Principles and practices	1
	CN 2	Secular Ethics (CBCS)	2
	Fieldwork		6
	Rural Practicum (Non-Credit)		0
	Total Semester Credit		18
III	CN3	Human Growth and Development	2
	CN4	Exploring Mental Health: Meaning, Concepts and Understanding Psychological Problems	2
	CN 5	Theoretical Approaches and Techniques of Counselling	2
	CN 6	Psychosocial Support: A Focus on Poverty, Conflict, Disasters & Displacement (CBCS)	2
	CN 7	Counselling with Different Collectivities: Women, Children, Elderly & Minorities-1	2
	Fieldwork		6

		Total Semester Credit	16
IV	CN 7	Counselling with Different Collectivities: Women, Children, Elderly & Minorities-2	2
	CN 8	Personal and Interpersonal Development of the Counsellor	2
	CN 9	Emerging Social Problems & Counselling	2
	Field Work		6
	Dissertation		6
	Total Semester Credit		18
Total Credits			**74**

4.7 M.A. Social Work in Community Organization and Development Practice (MASW-CODP)

The community has been an important site of social work practice right from the earliest days of the professionalization of social work, as seen in the Community Service Organizations and Settlement House movements in the US and the UK in the late nineteenth century. In India too, as the profession became established in the immediate pre-independence period and particularly in the post-Independence period, community organization acquired increasing prominence in social work practice.

Over the years, the focus of social work community organization practice has also changed along with changing trends in social work practice. From an initial emphasis on charitable activities and urban-based work (similar to that seen in the US and UK), in the 1950s the focus shifted to the massive Community Development Programme (CDP) being implemented in India, with focus on rural development activities through government support. The limitations of this approach became evident with the passage of time, and came to a head during the social and political ferment in India in the 1960s. Critics questioned the efficacy of government programmes and challenged the notion that social workers should orient their work around these programmes. Community organization was emphasised as an important means of social action for social change. Increasing involvement of voluntary organizations in community organization, development and social change was the most important contribution of the 70s and 80s, one that still occupies centre-stage in community organization and development practice. Simultaneously from the 80s there has been greater interest in community organization in urban settings, shifting away from the erstwhile almost exclusive focus on rural areas.

The period after the 90s has posed a new set of challenges for community organisers and development workers. The ascent of neoliberalism as the primary ideology governing the state's development interventions has meant a steady withdrawal of the state from development activities. In fact, a critical engagement with state policy as an integral part of social work practice has become even more vital, with neoliberal economic policy and structural adjustment programmes (along with the waning of leftist and socialist ideology) having led to further impoverishment of the marginalized sections of society and widening inequalities in society. Social security nets have been weakened and the state often fails to provide even basic welfare services to the masses, or demands that they pay for these services. The assault on labour rights, the liberal granting of permissions to the private sector to undertake industrial and mining projects, and the launch of infrastructure development projects have all led to large-scale displacement, dispossession and consequent migration, altering the very nature of communities. These communities have been fragmented, leaving people cut off from their traditional natural and cultural resources, leaving them at the mercy of the market, which, to use Joan Robinson's evocative phrase, often operates as 'the hidden hand which can work by strangulation'.

Tribal groups have been disproportionately affected by these changes, as development initiatives have caused huge amounts of displacement and dispossession in areas traditionally inhabited by these communities. Also, the weakening and loss of traditional knowledge and structures of governance and social organization in these communities have left them without any recourse but to migrate to cities where they occupy the lowest rungs of the socio-economic structure, usually as unskilled labour.

Along with these changes, there have been changes in the framework of community organization practice. Coinciding with the withdrawal of the state, international donor NGOs, which earlier used to keep in the background, have become extremely interventionist in their approach, often setting the agenda for development programmes. This has led to increasing numbers of community organization practitioners working directly for these agencies rather than for grassroot NGOs supported by them. A heartening development in recent times, though, has been the move away from the funded NGO structure and the consequent 'NGO-ization of society' towards progressive and democratic people's movements which have mounted a challenge to the dominant neoliberal development paradigm and vociferously demanded a participatory, pro-people form of development.

The current scenario demands critical engagement, at both the theoretical and practical levels, on the part of the sensitive community organiser. Working from a pro-poor, pro-marginalized groups perspective, the community organiser needs to work with communities towards extending the spaces for engagement with the state, and resisting the multiple onslaughts on their rights and entitlements. There is a need to evolve alternate models of development that are pro-poor and also environment-friendly. It is with these challenges that TISS Guwahati is offering this two-year M.A. Social Work programme in Community Organization and Development Practice.

4.7.1 Objectives of the Programme
- To help students develop an understanding of the centrality of community in the experience of society, economy and polity and hence, the significance of community mobilizing and organising.
- To equip students with the knowledge base, skills and techniques for becoming an effective community organiser and development practitioner.
- To build students' understanding of the political economy of development, poverty and marginalisation, and ways of intervening effectively from a pro-poor perspective.
- To produce members of a trained work force who can act as catalysts to bring about positive change in society using enterprise and an in depth understanding of communities and their environment within a framework of social work values.

Distribution of Credit Hours (One Credit: 15 Hours)

Course	Credits
Foundation Courses (FC)	8
Social Work Practice Courses (SW)	16
Specialisation Courses (CD)	19
Fieldwork	24
Dissertation	6
Total Credits	**73**

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credits
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusions and Social Policies	2
	SW 1	Self and Society	2
	SW 2	History and Ideologies of Social Work	2
	SW 3	Social Work Practice: Principles and Concepts 1	4
	SW 4	Research in Social Work-1	2
	CD1-	Theories of Community Practice	
	Fieldwork (Block/Concurrent)		6
	Total Semester Credit		22

	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues in the NE	1
	SW 4	Research in Social Work-2	2
	SW 5	Social Work Practice : Principles and Concepts 2	2
II	SW 6	Project planning and Assessment	1
	SW 7	Human Resource Management: Principles and practices	1
	CD2	Rural Development and Governance (CBCS)	2
	Fieldwork		6
	Rural Practicum (Non-Credit)		0
	Total Semester Credit		18
	CD 3	Social Action, Advocacy and Movements (CBCS)	2
	CD 4	Urbanization, Governance and Informal Work	2
	CD 5	Contemporary Politics in India	2
	CD 6	Disasters and Development & Sustainable Livelihoods	3
	Fieldwork		6
	Skill Lab (Non-Credit)		0
	Total Semester Credit		15
	CD 7	Law, Society and Development	2
	CD 8	Conflicts and Peace Processes	2
	CD 9	Development Communications	2
	Field Work		6
	Skill Lab (Non-Credit)		0
	Dissertation		6
	Total Semester Credit		18
Total Credits			**73**

4.7.2 Assessment

An ideal assessment will comprise of a mix of classroom group assignments, individual assignments and examinations. The mode of assessment will be decided before the course begins and will be articulated in the first class of each course in order to prepare the students. Attendance and classroom participation will also form part of the assessment and can be assigned a maximum of 5-10% of the weight-age

4.8 M.A. Social Work in Livelihoods and Social Entrepreneurship (M.A.SW-LSE)

In this specialisation, course attempts to impart knowledge, skills and attitudes to innovate and initiate work with optimal social impact. The objectives of the course are to understand the linkages with existing market and livelihood initiatives, rights and opportunities which affect the most vulnerable communities. The course will also instil social entrepreneurial attribute in young professionals and equip them to build entrepreneurial venture in the emerging social sectors.

The mode of learning will have a blend of theoretical analysis of existing models of social entrepreneurship across the South Asian sub-continent and intensive action research on workable models for livelihood trends and newer possibilities. Students will have the opportunity to be associated with some of the leading social entrepreneurs of the country and also of the SAARC countries with flexible visa regimes. The strategic location of the North East will enable the students with diverse learning opportunities on the process of regional cooperation which affects fair trade practices and has a direct impact of human development. It has been a constant endeavour to establish the inverse correlation between social unrest and job security. This specialisation will enable the students to engage in research, self-start projects and consultancy initiatives which will somewhere have an impact on the dismal graph of unemployment and social business.

The programme aims at two-fold approaches for placement. Firstly, the students will be encouraged and facilitated to start their own social enterprises. Secondly, every effort will be made to place the students looking for final job placement such that they may get recruited through campus placements.

Distribution of Credit Hours (One Credit: 15 Hours)

Course	Credits
Foundation Courses (FC)	8
Social Work Practice Courses (SW)	16
Specialisation Courses (LSE)	16
Fieldwork	24
Dissertation	6
Total Credits	**70**

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credits
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusions and Social Policies	2
	SW 1	Self and Society	2
	SW 2	History and Ideologies of Social Work	2
	SW 3	Social Work Practice: Principles and Concepts 1	4
	SW 4	Research in Social Work-1	2
	LSE 1	Understanding livelihoods and Social Entrepreneurship	2
	Fieldwork (Block/Concurrent)		6
	Total Semester Credit		22
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues in the NE	1
	SW 4	Research in Social Work-2	2
	SW 5	Social Work Practice : Principles and Concepts 2	2
	SW 6	Project planning and Assessment	1
	SW 7	Human Resource Management: Principles and practices	1
	LSE 2	Livelihood Security and Policies (CBCS)	2
	Fieldwork		6
	Rural Practicum (Non-Credit)		0
	Total Semester Credit		18
III	LSE 3	Livelihoods, Culture and Identity (CBCS)	2
	LSE 4	Networking, Alliances, Joint Ventures and Partnerships	2
	LSE 5	Social Work and Right to Livelihood and Social Entrepreneurship	2
	Fieldwork		6
	Total Semester Credit		12
IV	LSE 6	Social Business Innovation	2
	LSE 7	Conflict Transformation and Contemporary Livelihood Issues	2
	LSE 8	Self Initiative Project	2
	Field Work		6
	Dissertation		6
	Total Semester Credit		18
Total Credits			**70**

4.8.1 Field Work
The Field work is designed to provide a practical grasp of the issues of environmental degradation and their complexity. The students shall be given a choice to work within the state of Assam or in their own home states. The fieldwork shall be done at the end of the second and third semesters. The students can do internships in factories and corporations assessing and monitoring the emissions of industrial pollution, or with NGOs working on environmental issues. In rural practical, a student can understand the art of conversation of natural resources etc. from the local people and also make note of their growing impoverishment and their dependency on nature. Educational tours shall be made in the winter vacations in wildlife sanctuaries, site of dams, villages etc. within North Eastern Region to enrich the knowledge of the students.

4.8.2 Dissertation
An original master's thesis will be a requisite at the end of this programme for all students of the M.A. programme. Students will undertake supervised research projects, to be submitted at the end of the year. The topic for the dissertation shall be taken from any of the above courses. The distribution for the scoring of the dissertation will be between the process of research (30%) and the outcome of the research (70%). The students will be aided by courses on research methods in first and second semesters and through supervisors allotted to students based on their research topics.

4.8.3 Assessment
An ideal assessment will comprise of a mix of classroom group assignments, individual assignments and examinations. The mode of assessment will be decided before the course begins and will be articulated in the first class of each course in order to prepare the students. Attendance and classroom participation will also form part of the assessment and can be assigned a maximum of 5-10% of the weight-age.

4.9 M.A. Social Work in Public Health (M.A.SW-PH)
According to World Health Organization, "the enjoyment of the highest attainable standard of health is one of the fundamental rights of every human being." The determinants and defence of health at the population level have been important concerns of the academia and policymakers for long-time. History has witnessed many efforts to appreciate and analyse public health problems and to design and evaluate actions to improve public health. Though India is one of the signatories of the Alma Ata declaration of 1978, which aimed at "Health for All by 2000", some of the health indicators are worse than that of the least developed countries. While struggling to deal with double burden of diseases, the issues such as severe malnutrition and maternal mortality continue to unsettle whatever little progress India made in the past few decades.

Even when the Indian economy is growing, the issue of access to affordable health services still troubles bulk of the population. India being one of the most privatised health systems in the world, the out of pocket expenditure on health is one of the highest in the world. With the introduction of WTO-TRIPS compliant product patent regime and with the increasing takeovers of domestic pharmaceutical companies by foreign players, the drug prices are skyrocketing at unprecedented levels. Thus, increasing drug prices which results in "financial catastrophe" is also a burden to both the patients and public exchequer.

Issues such as social and economic stratification and resultant exclusion in the access to health services are another important area of concern. India being highly stratified society in terms of caste, class and gender, the inequities are very much reflected in the health outcomes to a great extent. Rural and urban divide in the health inputs and outcomes is another area of concern for the health policy makers. Similarly some of the tribal areas of different parts of India have one of the worst health indicators of the region.

Even though the government has introduced massive programmes such as National Health Mission (NHM), the health sector still continues to face systemic problems. The state level discrepancy in health indicators is one of the areas of concern when national level programmes are planned and implemented. A systematic approach which includes preventive, promotive, rehabilitative and curative aspects is needed to deal with the health issues in India.

Social work in public health course aims to equip students with an interdisciplinary understanding of India's health system as well as health problems so that they will have a better understanding of the health realities in India. The course also aims develop evidence-based, context-specific and resource-sensitive practitioners

of public health. The course also aims to develop skills in social work professionals to analyse health issues and problems at micro, meso and macro levels.

It is envisaged that students of this course might make choices that include working with individuals, families, groups and communities in difficult settings across national and international NGOs, government agencies, becoming independent practitioners and activists, or engage in research based work.

Distribution of Credit Hours (One Credit: 15 Hours)

Course	Credits
Foundation Courses (FC)	8
Social Work Practice Courses (SW)	16
Specialisation Courses (PH)	16
Fieldwork	24
Dissertation	6
Total Credits	**70**

Semester-wise Listing of Courses

Semester	Course Code	Course Title	Credits
I	FC (Module 1)	Understanding Society, Culture and Identity	1
	FC (Module 2)	Economy, Polity and Governance	1
	FC (Module 3)	Social Exclusions and Social Policies	2
	SW 1	Self and Society	2
	SW 2	History and Ideologies of Social Work	2
	SW 3	Social Work Practice: Principles and Concepts 1	4
	SW 4	Research in Social Work-1	2
	PH 1	Introduction to Public Health	2
	Fieldwork (Block/Concurrent)		6
	Total Semester Credit		22
II	FC (Module 4)	Development: Concepts, Theories, Dimensions and Strategies	2
	FC (Module 5)	India's Development Experience	1
	FC (Module 6)	Introduction to Issues in the NE	1
	SW 4	Research in Social Work-2	2
	SW 5	Social Work Practice : Principles and Concepts 2	2
	SW 6	Project planning and Assessment	1
	SW 7	Human Resource Management: Principles and practices	1
	PH 2	Health and Development (CBCS)	2
	Fieldwork		6
	Rural Practicum (Non-Credit)		0
	Total Semester Credit		18
	PH3	Introduction to Mental Health (CBCS)	2
	PH4	Health Services System	2
	PH 5	Community Health Processes and Practice	2
	PH 6	Epidemiology and Biostatistics	2
	Fieldwork		6
	Total Semester Credit		14
IV	PH 7	Vulnerable Groups and Health	2

	PH 8	Health Policy, Programmes and Legislation	2
	Field Work		6
	Dissertation		6
	Total Semester Credit		16
Total Credits			**70**

5. Centre for Undergraduate Studies (CUGS)

5.1 Bachelor Programme- Bachelor of Arts in Social Sciences (BASS)

In line with the vision and mandate of Tata Institute of Social Sciences to offer new and distinctive programmes from its Guwahati, Hyderabad and Tuljapur campuses, the Bachelor Programme in Social Sciences was introduced in 2012. The programme focuses on the humanistic aspects of Social Sciences with strong foundation in socio-cultural, economic, political, historical, environmental theories with the aim of instilling rigorous critical thought. The students also study mathematics and logic blended with science-the imaginative, creative aspect and languages during the three years, in addition to research methodology.

5.2 Programme Structure

- **BA degree:** A student who successfully completes the credited and non-credited requirements of the three-year (six semesters) programme will be awarded a B.A. in Social Sciences degree.
- Candidates can apply to this programme in any one campus only. Transfers between the campuses are not permitted at any stage of the process of admission.

5.3 Evaluation Process

For the B.A.SS course, the total number of credits over 3 years is 90 credits. The method of assessment for the BASS courses may vary according to various courses. The course instructor usually decides the nature of assessment prior to the beginning of the course and informs the concern students and examination department accordingly. The assessments may consists of a periodic closed or open book written tests, oral tests or class presentation, quiz, debates, project work, assignments and final examination. Additionally there will be activities like Experiential Learning course (credited), writing research report and so on to assess observational, analytical, critical thinking and presentation skills. Relative proportions of various types of assessments may be decided as per the guidelines of the Institute.

Semester-wise Listing of Courses*

Semester	Course Code	Course Title	Credit
I	DC1	Sociological and Anthropological Concepts	4
	DC2	History: Nature and Purpose	4
	HC5	Indian Language-Hindi/Assamese	2
	SC2	Introductory course in Life Sciences	2
	HC1	English Language 1	2
	Total Credits in Sem 1		**14**
II	DC3	Political Science and its Concerns	4
	DC4	Conceptual Groundings in Economics	4
	DC5	Human Behaviour: Bio-psycho-social perspectives	4
	HC6	Indian language- Hindi/Assamese	2
	HC2	English Language II	2
	EL1	Experiential Learning I	2
	Total Credits in Sem 2		**18**
III	DC6	Politics and Governance in India	4
	DC7	Theories of Economic Development	4
	DC8	Theories of Social Anthropology and Sociology	4
	DC9	Social Psychology	4
	DC10	The History of State and the People	4
	HC3	Literature	2
	SC1	Mathematics and Logical Reasoning (Basic Maths/Advanced Maths)	2

		Total Credits in Sem 3(Any three courses from DC6-DC-10)	16
IV	DC11	International Relations and Indian Foreign Policy	4
	DC12	Classical Political Economy	4
	DC13	Indian Society	4
	DC14	Understanding Mental Health	4
	DC15	Insights from Indian History	4
	RM1	Statistic for Social Sciences-I	2
	EL2	Experimental Learning-II (Internship)	No credit
		Total Credit in Sem 4(Any three courses from DC11-DC15)	**14**
V	IC1	Environment	4
	IC2	Gender: Interdisciplinary Perspectives	4
	IC3	Development	4
	RM2	Statistics for Social Sciences-II	2
	RM3	Introduction to Qualitative Research Methods	2
		Total Credits in Sem 5	**16**
VI	TC1	Thematic Options	4
	TC2	Self-Study	2
	TC3	Guided Experiential Work with a Research Report	6
		Seminar	(Ungraded)
		Total Credits in Sem 6	**12**
		Total Credits in all Semesters	**90**

6. Rules and Guidelines[1]

6.1 RULES AND GUIDELINES CONCERNING COURSEWORK, ATTENDANCE AND ASSESSMENT

Each programme leading to the award of a degree comprises a predefined set of courses of study which may include courses, research study and activities each of which is assigned specific credits value 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 award of degree, within a stipulated minimum and maximum period of study. Courses, dissertation and course-related activities which may be conducted in and off campus are of the following kinds:

6.1.1 Semester Registration System

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

- Login to the Student Academic Management System at **http://stud-mgmt.tiss.edu.**

- View the course being offered for the Semester you are registering for. These will be shown as Core, Optional and CBCS.

- Choose the courses (core, optional, audit/extra credit, CBCS, etc.) as applicable for the particular semester. Your School Secretariat has already mapped the courses (Core, Optional and CBCS) available to you in that Semester.

- Upload a copy of your Aadhar Card.

- If you are GoI-PMS or other scholarship student, upload the relevant pages of the passbook of the linked bank account.

- Depending on the semester you are registering in, upload receipts of all fees paid (Hostel and Dining Hall) for the Semester you are registering for.

- After you have selected the courses and the documents are uploaded, a message will be displayed in pop up dialogue box: "Registration Complete- Pending Verification".

- The Registration Form will appear in the respective School Secretariat's dashboard. The Secretariats will review the form and confirm the semester registration for the student.

6.1.2   Courses

6.1.2.1 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 of 30 hours of self study. A few courses may not carry any credit, but would be compulsory to attend (eg.,Research Seminar).

6.1.2.2   Following the UGC directive, Choice based Credit System (CBCS) was introduced in 2015, wherein the students are required to undertake a certain number of courses to accumulate the required to credits over II,III & IV semesters. A basket of courses is available in these three semesters from which students are

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[1] **Rules are subject to change from time to time. Modified rules will be communicated accordingly as applicable.**

required to select any four courses of their interest in order to accumulate a total of 8 credits. Currently, 8CBCS credits are allotted for students in each study program. 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).

6.1.2.3 Students have an option of auditing optional courses. However, the norms pertaining to attendance and regularity remain the same for compulsory and audit courses. A course is delivered as a face to face instruction or through prescribed self study with mentoring and/or with online support which will take place 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.

6.1.2.4 Field-based/practical courses are described variously as block field placement, rural practicum, field practicum, practicum, internship undertaken as per pre-defined schedule of activities. Field work comprises 7.5 hours of practical sessions per day. Depending on the curriculum 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/organizations, coordinate these sets of activities. The faculty supervisor and/or the fieldwork supervisor or the fieldwork supervisor conduct assessments of student's field work performance. Details of the field components are available under programme descriptions of respective schools.

6.1.3 Research Study
Described variously as Dissertation, Project, Research Project, involve research work to be undertaken individually by a student under the guidance of a faculty member or members. The duration of research study often spans more than one semester and is credited variously by the different academic programmes depending on the weightage given to this activity in the curriculum structure.

6.1.4 Additional Activities
This includes Rural camp, Study tours, Workshops and other non-credited compulsory activities as prescribed by various programmes.

6.1.5 Assessment Unit
Each course of study, credited or non-credited, taught or field related, or research study, 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:

6.1.5.1 Assignments—which are held in the course of the semester, 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 or field diaries
   (iii) Reports or dissertations or productions
   (iv)   Faculty assessment of class participation or field work, or process aspects of field work or dissertation/research.
   (v)   Examinations/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

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

6.1.5.3 No course has only one type of evaluation instrument. Each course has minimum of two and maximum of three components for assessment. Assessment units could be a combination of an

assignment and a written examination or two assignment of two test. Weightage of the written examination will not exceed 60% of the total weightage.

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

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

6.1.5.6 Non- submission of an assignment will be treated as failed in the course and the student will be given supplementary for that course after completion of all modes of assessment.

6.1.5.7 In case of failure in courses worth more than 4 credits (i.e. failure in 3 courses of 2 credits each or 5 courses of 1 credit each) in a semester, the student shall 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. It shall be shown as "Repeat Semester" in the Grade sheet.

6.1.5.8 **Programme Completion/Credit Requirements Fulfilment**

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

6.1.5.10 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.

6.1.5.11 A student must obtain a minimum CGPA of 4.0 in each semester, in order to remain in the programme.

6.1.5.12 A student must maintain a CGPA of 4.0 points to be considered to have completed the programme successfully.

6.1.5.13 The grade earned in a given course will be credited to the student only if he/she has the requisite attendance.

6.1.5.14 Students having shortage of attendance as per section 6.1.10. will be considered as failed and will be assigned a 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.

6.1.5.15 All assignments must be completed and submitted as per the predefined schedule.

6.1.6.8 Submission to be done strictly in accordance with the guidelines provided by the 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**.

6.1.6.9 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 given '0' (zero) grade and the assignment submitted may be considered as supplementary.

6.1.6.10 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.

6.1.6.11 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.

6.1.6.12 A student may be allowed to withdraw temporarily from the study programme, provided he/she has successfully completed the first semester.

6.1.6.13 A student will have to complete the entire programme within a maximum period of 4 years from the 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.

6.1.6.14 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.

6.1.7 Rules for Students Rejoining a Semester/Programme after Withdrawing/Dropping Out

6.1.7.1 *Credit and course work requirements*: A student who intends to rejoin the programme after a drop of a semester/year will be enrolled under 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 be required to complete the UGC-mandated CBCS course requirements as applicable for the batch they are rejoining.

6.1.7.2 *Rules regarding rejoining semester due to lack of attendance/failure*: If a student is repeating the course for shortage of attendance/failure in three or more courses, 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.

6.1.8 Extra Credits and Audits

6.1.8.1 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.

6.1.8.2 Extra credits will be recorded on the grade card, and indicated as extra credits.

6.1.8.3 Extra credits will not be considered for the purpose of determining CGPA, etc.

6.1.8.4 Extra credits earned in a given semester will not be converted to regular credits at a later stage.

6.1.8.5 A student can opt to audit additional courses over and above those prescribed for a programme.

6.1.8.6 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.

6.1.9 Grading Scheme
A grade point of 4.0 is the minimum requirement for passing in individual courses, including in fieldwork/internship/research project. 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 up to two courses or 4 credits)
FR   Failed and Repeat Semester (that is, failed in 3 or more courses or more than 4 credits)

6.1.9.1 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.

6.1.9.2 A student must receive a minimum of 4.0 grade points, to be considered pass in a given course.

6.1.10 Attendance

6.1.10.1 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.**

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

6.1.10.3 Operational guidelines and policy for marking biometric attendance for students:

(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 of the subsequent lecture in the manner as 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.

6.1.10. 4 Attendance for Courses
(1)   **Absence up to 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 from 26–33%:** Not eligible to appear for the examination. Can appear for the Supplementary examination whenever it is scheduled to be held.
(3)   **Absence above 33%:** would automatically lead to Repeating the Course when offered in the next academic year.
         This includes absence due to medical emergencies as well.
6.1.10.5 The schedule of holidays declared by the Institute for classes and in fieldwork setting will be applicable for the period of fieldwork as well.

6.1.10.6 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%.

6.1.10.7 Students who have less than 75% attendance 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.

6.1.10.8 Students who have less than 75% attendance in any two courses will be declared as 'failed' in those courses and will be required to appear for the supplementary examinations in those two courses, whenever they are conducted. Students who have less than 75% attendance in more than two courses will be required to repeat the semester the following year.

6.1.10.9 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.

6.1.10.10 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 upto 10% of the total practicum period specified by each programme.
(b)   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.
(c)   Absence of upto 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.
(d)   Absence beyond two days needs to be compensated in consultation with the fieldwork coordinator or supervisor.
(e)   Any absence without genuine reasons and without permission needs to be fully compensated.

6.1.11   Selection of Courses or Specialisations (in programmes where applicable)

6.1.11.1 Students are required to select the optional courses/specialisations offered in the subsequent semester by submitting the Course Registration Form to the respective School Secretariats or through the online mechanism at the end of each semester. Programmes that have all compulsory courses in a particular semester may not call for course registrations.

6.1.11.2 The will enable the School Secretariats to scrutinise possible class size, timetable constraints, fulfillment of eligibility requirements, etc.

Important: The same choice(s) of courses, must be indicated during the Semester Registration Process.

6.1.12 Dissertations / Theses / Self Study Courses / Research Reports / Field Reports

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

6.1.12.2 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.

6.1.12.3 Late submissions, which are within the extra time given for valid reasons (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.

6.1.13 Supplementary and Improvement Assessments

6.1.13.1 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), or for Improvement if they wish to improve their grades.

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

6.1.13.3

    (i) GPA Score less than 4.0
    (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 credit of 4**
    (v)   Delayed or non-submission of **Assignments/Research Project/Internship Report** (including due to medical emergency)

6.1.13.4 Fee for Supplementary and Improvement Examinations in taught courses is Rs. 200/-

6.1.13.5 Fee for Supplementary in Fieldwork/Internship is Rs. 1,000/-

6.1.13.6 A student, who has obtained D, C or B grades, can opt for **Improvement Examination** after the declaration of re-evaluation results, if the grade is not up to his/her satisfaction.

6.1.13.7 In the case of Improvement Examination, the grade thus obtained will be considered as final for the grade sheet.

6.1.13.8 If the student fails to undertake the supplementary or fails in Supplementary-1, then the student will be offered Supplementary-2 as per the schedule announced.

6.1.13.9 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.

6.1.13.10 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.

6.1.13.11 Courses completed through supplementary or improvement will be identified using the following codes placed against the grade for the respective courses in the grade card: 'S1' for Supplementary-1, 'S2' for Supplementary-2 and 'I' for Improvement. Those students who have cleared the course through Supplementary/Improvement mode stand disadvantaged as the grade achieved will not be considered for

award of any prize when the degree is awarded for the programme to which the students belong to. This norm will apply, even if the student tops the class/fieldwork/research as the case may be.

6.1.13.12 Students who have failed or have supplementary for more than 4 credits (that is, failure in 3 courses of 2 credits each or in 5 courses of 1 credit each) in a semester or accumulated over two or more semesters will be deemed 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.

6.1.13.13 Grades obtained through Supplementary/Improvement mode will not be considered for re-evaluation.

6.1.14 Re-evaluation

6.1.14.1 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.

6.1.14.2 Fee for Re-evaluation of theory courses is Rs. 500/-, while the fee for Re-evaluation of fieldwork is Rs. 1,500/-

6.1.14.3 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.

6.1.14.4 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.

6.1.14.5 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.

6.1.14.6 Re-evaluation will be done for all re-evaluable components of the course / fieldwork / internship / research project.

6.1.14.7 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.

6.1.14.8 In the case of research project, only the final research study will be re-evaluated by a subject expert, internal or external to the Institute.

6.1.14.9 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.

6.1.14.10 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.

6.1.14.11 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.

6.1.14.12 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.

6.1.14.13 The re-evaluation procedure will be completed within a timeframe that facilitates the possibility of the student opting for an improvement/supplementary exam.

6.1.14.14 In case of re-evaluation, the better grade will be considered.

6.1.14.15 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.

6.1.14.16 In case a student gets a better grade after re-evaluation of any assessment components in the fourth semester, the same will not be considered for award of prizes. However, a certificate will be issued upon request reflecting the higher grade received.

6.1.15 Use of Unfair Means

6.1.15.1 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.

6.1.15.2 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.

6.1.15.3 If a student is found copying/cheating/plagiarising in a research project, he/she will be deemed to have failed in the research project and will be required to do a research project in another area/theme/topic.

6.1.15.4 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.

6.1.15.5 Following are some of the Unfair Means considered for penal actions. This is not an exhaustive, but only an indicative, 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 hours;

 (ii) Giving or receiving assistance of any kind or attempting to do so during the progress of 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 time;

 (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 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.

6.1.15.6 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 new assignment will be given as supplementary.

6.1.16 Rules Prohibiting Ragging

6.1.16.1 In pursuance to the Judgment of the Hon'ble Supreme Court of India dated May 8, 2001, in Civil Appeal No. 887/2009, the University Grants Commission 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.

6.1.16.2 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.

6.1.16.3 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.

6.1.17 Attendance Waiver

6.1.17.1 If a student has already attended the classes of a course but not passed this course, 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.

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

6..1.18 AWARD OF DEGREE

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

6.1.18.2 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.

7. Anti- Ragging Commitee (ARC)

7.1 Regulations on Anti-Ragging

7.1.1 All students are required to note that they are prohibited from engaging in any form of ragging. Based on the directions of the Hon'ble Supreme Court, the UGC has framed the "UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009".

The aim of the Regulations is to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students.

7.1.2 Any student, found to be indulging in one or more of the above mentioned activities, is liable to be punished. Punishment could include expulsion from the Institute, suspension from the Institute for a limited period, a fine with a public apology, withholding of scholarships, debarring from representation in events, withholding of results and suspension or expulsion from the hostel or mess.

7.1.3. Students can call on TISS Hotline number **(022) 25525111** to complain about ragging.

7.1.4 Students can also call the toll free round-the-clock UGC National Anti-ragging Helpline **1800-180-5522 or** write email to helpline@antiragging.in

7.1.5 In case of complaints or to report incidents related to ragging, you can contact the following TISS authorities:

Name	Designation	Contact Number
Ms. Chayanika Das	Administrative Officer	+91 - 9957187259
Dr. Santhosh M.R.	Convenor , Anti-Ragging Committee (ARC)	+91 - 7896959691
Dr. Abhinandan Saikia	Convenor, Student's Affairs Office	+91-9954116699
Dr. Joseph Riamei	Boy's Hostel Warden, TISS Campus, Jalukbari	+91-9957764868
Ms. Rinya Pura	Girl's Hostels Warden, Santipur	+91-7838850143
Dr. Stephen Pamei	Boy's Hostel Warden, Hatigaon	+91-9626194481

7.2 Ragging in any form is strictly prohibited, within the Institute premises or any part of the Institute system, as well as on public transport.

7.3 Meaning: 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, or asking the students to do any act or perform something which such a student 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 or forbear from doing any lawful act, by intimidating, wrongfully restraining, wrongfully confining, or injuring him/her or by using

criminal force to 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.

7.4 Punishments

The following shall be the punishments for those who are found guilty of participation in or abetment of ragging. The quantum of punishment shall, naturally, depend upon 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.
    xii.   While the first 10 types (i-x) 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.

8. TISS Guwahati Campus Library

TISS Guwahati Campus Library plays a vital role in creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing value added services. It is an essential component of the institute's outstanding research and education mission. The library has been constantly making efforts to develop a strong collection of learning resources and provide access to all kind of resources to users.

The library has in stock about 7536 books, more than 43 scholarly journals covering the principle field of interest in social sciences, social works, Ecology & Environment, Peace and Conflict, Labour study and Social Protection and BASS. The library also has collection of Research Reports, Documentary and access of more than 5,000 electronic journals provided through UGC Infonet Digital Consortium.

8.1 Library Membership

8.1.1 Membership Privileges to TISS community
The faculty, staff and students of the Institute are required to enrol as members of the Library (upon joining the Institute) by submitting duly filled in library membership form available at the library circulation counter. This entitles the users to use the resources and services offered for the purpose of academic and research work. Institute Identity Card is a must for issue and return of learning resources.

8.1.2 Alumni/Individuals/Institutional Membership
Library serves primarily TISS Guwahati Campus community; however, Alumni/Individuals/Institutes can become library member and avail services and facilities. Alumni/Individual members are required to produce proof of identification.

8.2 Library Timing

8.2.1 Regular Working Hours
- Monday - Friday: 8.00 AM - 7.00 PM
- Saturday: 8.00 AM - 7.00 PM
- Sunday: 9.00 AM - 6.00 PM

8.2.2 During Vacation Working Hours
- Monday - Saturday: 9.30 AM - 5.30 PM

8.3 Borrowing Privileges:

Users Category	General Shelf Books	
	No. of Books	Issue Period
Faculty (Permanent/Ad hoc)	6	For one Month
	2 CD/DVD/VCD	For 2 days
Visiting Faculty	4	15 days
Administrative Staff	3	15 days
M.Phil./Ph.D. Scholars	5	15 days
Direct Ph.D. Scholars	5	15 days
Students	5	15 days
Research/Project Assistants	3	15 days

8.4 Borrowing

8.4.1 All Students are required to obtain library membership by submitting duly completed library membership form along with three recent passport-sized photographs.

8.4.2 All students should carry their institute identity card for availing library facilities and services.

8.4.3 Students of the institute may borrow up to five (5) books for a period of 15 days from General Shelf. Books may be renewed for another loan period of 15 days, provided that the books have not been requested by another user.

8.4.4 It is the borrower's responsibility to ensure that books are returned to the library on time.

8.4.5 When the students return the books, they must ensure that those books are shown as cancelled against their names in the library system records.

8.4.6 Non-Members cannot borrow any book from the Library.

8.4.7 Reference documents like dictionaries, encyclopedias, year books and journals (Loose or bound), theses, project reports, censuses and handbooks will not be issued out of the library.

8.4.8 Students are advised not to issue books to others against their names.

8.4.9 **In the event of need, library reserves the right to call back any issued books at any time.**

8.5 Renewal and Overdue Charges

8.5.1 Borrowed books must be returned/ renewed before or on the due date.

8.5.2 All books can be issued/returned or renewed during working hours except Sundays.

8.5.3 A Fine of Rs. 1/- per day will be levied for the overdue books from the General Shelf except on national holidays and Sundays.

8.5.4 Fines must be paid before further books can be borrowed or existing loans renewed.

8.5.5 Please report loss of library book or any other reading material to the Assistant Librarian immediately. Books lost while on loan will be charged to the borrower the actual cost mentioned in the Accession Register.

8.5.6 Books not renewed or returned to the library after three reminder notices have been issued, will be deemed to have been lost by the borrower and will be charged at the rates mentioned above.

8.5.7 Reference Books

8.5.7.1 Reference documents like dictionaries, encyclopedias, year books and journals (Loose or bound), thesis, project reports, censuses and handbooks will not be issued from the library.

8.6 Standard Norms for Using Library

8.6.1 All Students should keep their bags and other belongings at the library entrance check point. Only notebooks, valuables like wallets, laptops will be allowed into the library. Students should note that library is not responsible for the loss of any personal belongings. All files/folders, books and notebooks must be presented to the security/staff at the check point for inspection before leaving the library premises. Library does not permit any exception in the observance of this rule.

8.6.2 After use, the books should be left on the study table or on the book trolley. The Library staff will shelve them. Please do not try to shelve the books yourself as you could misplace them.

8.6.3 Conversation and discussion in the library disturb other users. Therefore, please maintain silence in the library premises.

8.6.4 **Smoking is strictly prohibited in the library.**

8.6.5 **Cell phones should be switched off or kept on silent mode.**

8.6.6 **Students are not permitted to carry in or consume eatables and beverages inside library.**

8.6.7 Library resources are valuable and must be safeguarded for the users-TISS students, faculty members, students and academicians from other institutes. Please do not take books out of library without getting them issued nor try to tear out the pages or disfigure the library books. Such instances will be viewed seriously and could result in library privileges being withdrawn.

8.6.8 Members are held responsible for all items issued on their name, until they are returned by the respective members to the Library

8.6.9 The borrowers are requested to check the books & other reading materials thoroughly for missing pages, chapters, any damages, markings etc. before borrowing

8.6.10 No books in damaged conditions will be accepted from the borrowers. Mutilated or spoiled books may have to be replaced by the borrower

8.6.11 The borrowing facility can be restricted or suspended in case of misbehaviour or misuse of the Library facilities/materials

8.6.12 Faculty and staff going on long leave, with or without salary, deputation, study leave, or extraordinary leave will have to return all borrowed materials before leaving the institute

8.6.13 No material from the Library should be taken out without proper issuing/ recording. Any type of violation may lead to a disciplinary action

8.6.14 Alumni/Individuals/Institutional members are allowed to use the library facilities and services only with the permission of the Library Convener.

8.6.15 Documents marked as "Reference Copy" are to be consulted within the library premises

8.6.16 Learning resources issued from the library are to be returned at the Circulation counter only during its working hours on or before due date

8.6.17 Do not initiate or spread electronic chain mail. You must not make copies of any software (including CD duplication) without first proving that you have a right to do so.

8.6.18 Do not attempt to access, distribute or display material which is offensive, obscene, defamatory etc. if a user is found indulging in such behaviour, will be viewed seriously and this may invite penalty and disciplinary action.

8.6.19 Give up your computer to someone with a greater need if you are using "casual" facilities such as: - watching random videos on youtube, facebook and downloading photos or movies etc.

8.7 Facilities

8.7.1 Electronic Resources

8.7.1.1 Access to the Internet and E-Resources including e-Journals is available to students, research scholars, project staff and faculty. Some of the online databases like Project Muse, Blackwell-Willey, J-store, Springer-Link, Cambridge Journals Online, Oxford University Press Journals are available through UGC-Infonet E-Journals consortia 24x7 on the website: www.library.tiss.edu

8.7.2 Cyber Library

8.7.2.1 Cyber Library has been set up at Computer & Media Centre to facilitate students and Research Scholars to access knowledge resources in the World Wide Web. To access the facility of the computer centre, one must have to follow the following standard norms.

8.7.2.2 Computer Center will be open from **8.00 AM to 7 PM.**

8.7.2.3 As soon as you enter the Computer Center, before using computer, Please enter your Name, Computer No., In-time & Out-time etc. in the Register which is Kept in the computer.

8.7.2.4 Guest user should take written permission from the convener of Computer Committee to use computer facility before entering the Computer Center.

8.7.2.5 Other than authorised users, no one is allowed to use computer facility.

8.7.2.6 In case you notice any technical problems in any system please report it to our computer Engineer/technician. Do not try to repair it yourself.

8.7.2.7 Don't remove or replace any parts of the PC.

8.7.2.8 If you or anyone else is using Pen drive insist on a virus scan which is vital for keeping PCs virus free.

8.7.2.9 Files may be deleted only by the person who created them.

8.7.2.10 Storing personal photo on computers is not allowed.

8.7.2.11 Listening songs or viewing movies at the computer Center is prohibited.

8.7.2.12 Viewing pornographic sites or saving pornographic material on the hard disk is prohibited. Appropriate action will be taken against those who do not follow this rule.

8.7.2.13 PC should be SHUT DOWN on completion of the work.

8.7.2.14 Eatable items are not allowed in the Computer Center.

8.7.2.15 Mobile to be kept on silent mode.

8.7.2.16 No noisy discussions/ debates/ gatherings will be allowed inside Computer Center

8.7.2.17 Those who violate any one of these rules shall not be allowed to enter the Computer Center.

8.7.2.18 Give up your computer to someone with a greater need if you are using "casual" facility such as email or the internet.

9. Awards and Prizes

9.1 Conditions for award of Academic Prizes

9.1.1 The students, who have obtained a minimum grade point average of 4 in all semester examinations together, at first attempt, are eligible for the following academic prizes.

9.1.2 For awarding a prize, the computation of the period of 2 years, for determining the eligibility of the candidate, shall begin from the date of the commencement of the academic year in which the candidate is admitted to the course of studies concerned. **The academic prizes and the best student shields are open only to the students, who pass their examinations in the first attempt without having appeared for supplementary and/or improvement, examinations and have completed all other requirements including Block Field Work.**

9.1.3 Students found cheating/copying in examination/assignment/fieldwork/research project will not be awarded any prizes/scholarships.

9.2 Academic Prizes awarded at the Convocation

9.2.1 Institute Gold Medal to the **Best Student** in Ecology, Environment and Sustainable Development

9.2.2 Institute Silver Medal to the **Second Best Student** in Ecology, Environment and Sustainable Development

9.2.3 Institute Gold Medal to the **Best Student** in Labour Studies and Social Protection

9.2.4 Institute Silver Medal to the **Second Best Student** in Labour Studies and Social Protection

9.2.5 Institute Gold Medal to the **Best Student** in Peach and Conflict Studies

9.2.6 Institute Silver Medal to the **Second Best Student** in Peach and Conflict Studies

9.2.7 Institute Gold Medal to the **Best Student** in Social Work

9.2.8 Institute Silver Medal to the **Second Best Student** in Social Work

9.2.9 Institute Gold Medal to the **Best Student** in Sociology and Social Anthropology

9.2.10 Institute Silver Medal to the **Second Best Student** in Sociology and Social Anthropology

9.2.11 Institute Gold Medal to the **Best Student** in B.A. in Social Science

9.2.12 Institute Silver Medal to the **Second Best Student** in B.A. in Social Science

9.2.13 Institute Bronze Medal to the **Third Best Student** in B.A. in Social Science

9.2.14 Prize to the **Best Research Project** in Ecology, Environment and Sustainable Development

9.2.15 Prize to the **Best Research Project** in Labour Studies and Social Protection

9.2.16 Prize to the **Best Research Project** in Peach and Conflict Studies

9.2.17 Prize to the **Best Research Project** in Sociology and Social Anthropology

9.2.18 Prize to the **Best Research Project** in Social Work- (Livelihood and Social Entrepreneurship)

9.2.19 Prize to the **Best Research Project** in Social Work – (Public Health)

9.2.20 Prize to the **Best Research Project** in Social Work –(Counselling)

9.2.21 Prize to the **Best Research Project** in Social Work – (Community Organization and Development Practices)

9.2.22 Prize and Shield for **Best Student** in Social Work (Livelihood and Social Entrepreneurship)

9.2.23 Prize and Shield for **Best Student** in Social Work (Public Health)

9.2.24 Prize and Shield for **Best Student** in Social Work (Counselling)

9.2.25 Prize and Shield for **Best Student** in Social Work (Community Organization and Development Practices)

9.2.26 Prize and Shield for **Best Field Worker** in Social Work (Livelihood and Social Entrepreneurship)

9.2.27 Prize and Shield for **Best Field Worker** in Social Work (Public Health)

9.2.28 Prize and Shield for **Best Field Worker** in Social Work (Counselling)

9.2.29 Prize and Shield for **Best Field Worker** in Social Work (Community Organization and Development Practices)

10. Fees and Deposits

10.1   Payment of fees

10.1.1   Fees for all semesters are to be paid at the State Bank of India online using SBI Collect Link.

10.1.2   Payment of Semester II, III and IV fees should be made on time and by the due date announced by the academic administration.

10.1.3   In case of default of payment 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.

10.1.4   The defaulting student will be allowed to attend the class even if the fee is not paid. However, the defaulting student will not be allowed to appear for the examination unless the fees and the fine are paid before the commencement of the semester examinations.

Sponsored/Deputed students will be exempted from paying a fine even if there is a delay in payment of fees.

10.1.5   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).

10.1.6   Students who are away on Exchange Programmes have to pay the regular semester fees, excluding hostel and dining hall fees.

10.1.7   Fine, as applicable, will be imposed on all students including those availing GoI facilities, if they fail to pay fees by the stipulated date.

10.1.8   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.

10.1.9 For information on fee for Supplementary and Improvement examinations, and Re-evaluation, please check section 3.1.12 and 3.1.13 respectively.

10.2 Compulsory Fees, Deposits and Other Estimated Expenditure for Indian Students (in Indian Rupees)

10.2.1   *Fieldwork Fee:* This is not refundable or reimbursable.

10.2.2   *Internship Fee:* Internship expenses collected from the students shall be payable to the faculty supervisors and the students, to the extent certified by the Dean, for incurring internship charges payable to various hospitals.

10.2.3   *Lab Charges:* This will be payable to faculty supervisors and the students, to the extent certified by the Dean, for incurring lab charges.

10.2.4   *Rural Practicum / Study Tour* charges will be refunded to the students at the time of actually proceeding for the Practicum/Tour.

10.2.5   *Medical Insurance Premium Charges*: These are only indicative and will be subject to recovery of the actual premium charged by the Insurance provider.

10.2.6   *Caution Deposit*: This will be refunded on submission of No Dues Certificate at the time of leaving the programme. Dues to the Institute will be recovered from the Caution Deposit.

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

10.3   Refund of Fees

10.3.1   If a student/candidate withdraws before the commencement of the programme, the entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1,000/- (One Thousand only), shall be refunded by the Institution to the student/candidate. Should a student leave after joining the programme and if that vacant seat is filled by another candidate by the last date of admission, the Institute will refund all the refundable deposits together with 50% of the remaining fees paid.

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

10.4   Personal Accident Insurance

The Institute has introduced Mediclaim Insurance Scheme to cover Personal Accident Insurance to the students up to Rs. 1.50 lakhs and Mediclaim Insurance up to Rs. 1.00 lakh as per the terms and conditions of the scheme. The premium, per student, per annum, is Rs. 1,500/-, including service tax.

Please see the pull out sheet in the next page. Please note that the fees are subject to change and revision.

TISS GUWAHATI (Off-Campus)

FEE STRUCTURE FOR MASTER'S PROGRAMMES (2018-2020)

	Component	M.A. in Ecology, Environment and Sustainable Development			
		Semester			
		I	II	III	IV
FEE	**Tuition Fee**	12,000	12,000	12,000	12,000
	Examination Fee	800	800	800	800
	Medical Examination Fee	100	0	0	0
CHARGES	**Field Work Charges**	0	0	0	0
	Computer Charges	1,000	1,000	1,000	1,000
	Convocation Charges	0	0	0	2,000
	ID Card charges	300	0	0	0
FUNDS	**Students' Competency Fund**	0	0	0	0
	Internship Fund	0	0	4000	0
	Lab Charges / Studio Fund	1500	0	0	0
	Development Fund	8,000	8,000	0	0
	Students' Union Fund	500	500	500	500
	Medical Insurance Fund	1,500	0	1,500	0
DEPOSITS & ADVANCES	**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0
	B) *Practicum / Study Tour Charges (Rural Field Work / Urban Field Work) (Refundable)	0	0	0	0
	Dining Hall (Advance) Charges	16,000	16,000	16,000	16,000
OTHER CHARGES	**Hostel & Electricity Charges**	15,000	15,000	15,000	15,000
	Total Fees for Non-Hostellers	35,700	22,300	19,800	16,300
	Total Fees for Hostellers	66,700	53,300	50,800	47,300

*Details under School

*Institute reserves the rights to revise the Fees Structure of programme if necessary.

* "Practicum / Study tour charges / Rural Field Work / Urban Field Work charges are not part of the fee structure. However, expenses will have to be met by the students at the time of study tour."

		TISS GUWAHATI (Off-Campus)				
		FEE STRUCTURE FOR MASTER'S PROGRAMMES (2018-2020)				
		Component	**M.A. in Labour Studies and Social Protection**			
			Semester			
			I	**II**	**III**	**IV**
FEE		**Tuition Fee**	12,000	12,000	12,000	12,000
		Examination Fee	800	800	800	800
		Medical Examination Fee	100	0	0	0
CHARGES		**Field Work Charges**	0	0	0	0
		Computer Charges	1,000	1,000	1,000	1,000
		Convocation Charges	0	0	0	2,000
		ID Card charges	300	0	0	0
FUNDS		**Students' Competency Fund**	0	0	0	0
		Internship Fund	0	0	0	0
		Lab Charges / Studio Fund	0	0	0	0
		Development Fund	8,000	8,000	0	0
		Students' Union Fund	500	500	500	500
		Medical Insurance Fund	1,500	0	1,500	0
DEPOSITS & ADVANCES		**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0
		B) *Practicum / Study Tour Charges (Rural Field Work / Urban Field Work) (Refundable)	0	0	0	0
		Dining Hall (Advance) Charges	16,000	16,000	16,000	16,000
OTHER CHARGES		**Hostel & Electricity Charges**	15,000	15,000	15,000	15,000
		Total Fees for Non-Hostellers	34,200	26,300	15,800	16,300
		Total Fees for Hostellers	65,200	53,300	46,800	47,300
		***Details under School**				
		***Institute reserves the rights to revise the Fees Structure of programme if necessary.**				
		* "Practicum / Study tour charges / Rural Field Work / Urban Field Work charges are not part of the fee structure. However, expenses will have to be met by the students at the time of study tour."				

TISS GUWAHATI (Off-Campus)
FEE STRUCTURE FOR MASTER'S PROGRAMMES (2018-2020)

Component		M.A. in Peace and Conflict Studies			
		Semester			
		I	II	III	IV
FEE	**Tuition Fee**	12,000	12,000	12,000	12,000
	Examination Fee	800	800	800	800
	Medical Examination Fee	100	0	0	0
CHARGES	**Field Work Charges**	0	0	0	0
	Computer Charges	1,000	1,000	1,000	1,000
	Convocation Charges	0	0	0	2,000
	ID Card charges	300	0	0	0
FUNDS	**Students' Competency Fund**	0	0	0	0
	Internship Fund	0	0	0	0
	Lab Charges / Studio Fund	0	0	0	0
	Development Fund	8,000	8,000	0	0
	Students' Union Fund	500	500	500	500
	Medical Insurance Fund	1,500	0	1,500	0
DEPOSITS & ADVANCES	**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0
	B) *Practicum / Study Tour Charges (Rural Field Work / Urban Field Work) (Refundable)	0	0	0	0
	Dining Hall (Advance) Charges	16,000	16,000	16,000	16,000
OTHER CHARGES	**Hostel & Electricity Charges**	15,000	15,000	15,000	15,000
	Total Fees for Non-Hostellers	34,200	22,300	15,800	16,300
	Total Fees for Hostellers	65,200	53,300	46,800	47,300

*Details under School

*Institute reserves the rights to revise the Fees Structure of programme if necessary.

* "Practicum / Study tour charges / Rural Field Work / Urban Field Work charges are not part of the fee structure. However, expenses will have to be met by the students at the time of study tour."

		TISS GUWAHATI (Off-Campus) **FEE STRUCTURE FOR MASTER'S PROGRAMMES (2018-2020)**				
		Component	**M.A. in Sociology and Social Anthropology**			
			Semester			
			I	**II**	**III**	**IV**
FEE		**Tuition Fee**	12,000	12,000	12,000	12,000
		Examination Fee	800	800	800	800
		Medical Examination Fee	100	0	0	0
CHARGES		**Field Work Charges**	0	0	0	0
		Computer Charges	1,000	1,000	1,000	1,000
		Convocation Charges	0	0	0	2,000
		ID Card charges	300	0	0	0
FUNDS		**Students' Competency Fund**	0	0	0	0
		Internship Fund	0	0	0	4000
		Lab Charges / Studio Fund	0	0	0	0
		Development Fund	8,000	8,000	0	0
		Students' Union Fund	500	500	500	500
		Medical Insurance Fund	1,500	0	1,500	0
DEPOSITS & ADVANCES		**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0
		B) *Practicum / Study Tour Charges (Rural Field Work / Urban Field Work) (Refundable)	0	0	0	0
		Dining Hall (Advance) Charges	16,000	16,000	16,000	16,000
OTHER CHARGES		**Hostel & Electricity Charges**	15,000	15,000	15,000	15,000
		Total Fees for Non-Hostellers	34,200	22,300	15,800	20,300
		Total Fees for Hostellers	65,200	53,300	46,800	51,300

*Details under School

*Institute reserves the rights to revise the Fees Structure of programme if necessary.

* "Practicum / Study tour charges / Rural Field Work / Urban Field Work charges are not part of the fee structure. However, expenses will have to be met by the students at the time of study tour."

TISS GUWAHATI (Off-Campus)					
FEE STRUCTURE FOR MASTER'S PROGRAMMES (2018-2020)					
	Component	**M.A. Social Work in (CODP,LE,CL,PH)**			
		Semester			
		I	**II**	**III**	**IV**
FEE	**Tuition Fee**	12,000	12,000	12,000	12,000
	Examination Fee	800	800	800	800
	Medical Examination Fee	100	0	0	0
CHARGES	**Field Work Charges**	4,000	4,000	4,000	4,000
	Computer Charges	1,000	1,000	1,000	1,000
	Convocation Charges	0	0	0	2,000
	ID Card charges	300	0	0	0
FUNDS	**Students' Competency Fund**	0	0	0	0
	Internship Fund	0	0	0	0
	Lab Charges / Studio Fund	0	0	0	0
	Development Fund	8,000	8,000	0	0
	Students' Union Fund	500	500	500	500
	Medical Insurance Fund	1,500	0	1,500	0
DEPOSITS & ADVANCES	**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0
	B) *Practicum / Study Tour Charges (Rural Field Work / Urban Field Work) (Refundable)	0	0	0	0
	Dining Hall (Advance) Charges	16,000	16,000	16,000	16,000
OTHER CHARGES	**Hostel & Electricity Charges**	15,000	15,000	15,000	15,000
	Total Fees for Non-Hostellers	38,200	26,300	19,800	20,300
	Total Fees for Hostellers	69,200	57,300	50,800	51,300
*Details under School					
*Institute reserves the rights to revise the Fees Structure of programme if necessary.					
* "Practicum / Study tour charges / Rural Field Work / Urban Field Work charges are not part of the fee structure. However, expenses will have to be met by the students at the time of study tour."					

	Component	Semester					
		I	II	III	IV	V	VI
FEE	**Tuition Fee**	6000	6000	6000	6000	6000	6000
	Examination Fee	800	800	800	800	800	800
	Medical Examination Fee	100	0	0	0	0	0
CHARGES	**#Experiential Learning Charges**	0	1000	0	0	0	0
	Computer Charges	1000	1000	1000	1000	1000	1000
	Convocation Charges	0	0	0	0	0	2000
	ID Card charges	300	0	0	0	0	0
FUNDS	**Students' Competency Fund**	0	0	0	0	0	0
	Development Fund	8000	0	8000	0	8000	0
	Students' Union Fund	500	500	500	500	500	500
	Medical Insurance Fund	1500	0	1500	0	1500	0
DEPOSITS & ADVANCES	**A) Caution Deposit (Refundable at the time of exit from programme on submission of No Dues Certificate)**	10,000	0	0	0	0	0
	Dining Hall (Advance) Charges	Actual as per service provider					
OTHER CHARGES	**Hostel & Electricity Charges**						
	Total Fees for Non-Hostellers	28200	9300	17800	8300	17800	10300

TISS GUWAHATI OFF-CAMPUSES
*FEE STRUCTURE FOR B.A. IN SOCIAL SCIENCES PROGRAMME FOR (2018-2021)

*Institute reserves the rights to revise the Fees Structure of programme if necessary.

 # Expenses towards fieldwork, travel, food and stay will have to be met by the students at the time of the activity.

11. Student Support Services

11.1. Committee for Student Support Services

A committee comprising Deputy Director, Deans, Convener of SAO, and Convener of SPO addresses any issues related to academic, admin and others. The committee also support physically challenged students.

11.2. Students' Affairs Office (SAO)

The Students' Affairs Office is the fundamental link between students, faculty and the administration of TISS, headed by the Convener (Students' Affairs). The purpose of the office is to create an environment which promotes personal and academic development of students by offering them both support and challenges. Support is provided by assisting students directly or through referrals. The office seeks to provide challenge by holding students accountable for their actions and by assisting them in developing problem-solving skills. The Office, thus, strives to help students in their adjustment to TISS life and help them take full advantage of the academic or social environment on campus. Towards this, the Students' Affairs Office looks into the physical and mental well-being of students through services such as counselling, extra-curricular activities such as cultural, sports and other. Maintaining tolerance and respect for cultural diversity and plurality is an essential cornerstone of student life at TISS. Students at TISS are welcomed regardless of religion, caste, ethnic background, age, sexual orientation or physical status. Several committees such as Student Aid, Committee Against Sexual Harassment (CASH), Support Facilities for Students, Medical Health Services, a team of professional counsellors, wardens, and students' representatives are the backbone of this Office. The office expects all members of its community assume responsibility for their conduct. However, when they infringe on the rights of others, the Institute may intervene through the laid down established procedures. SAO will organise a meeting with its members to address the issues. In case of an emergency, any member can call for an *emergency meeting*.

11.2.1. Financial Aid to Students

    11.2.1.1.   Institute has Limited **Financial Aid** facilities are available for all students on the basis of Need in the Institute through Students' Affair Office (SAO). The students, who are eligible for GOI-PMS, are **not** eligible to apply for financial aid. The Student Aid Committee administers and disburses the aid.

    11.2.1.2.   If the student is awarded exemption from payment of tuition fee, the awardee while claiming for reimbursement should enclose a photocopy of the fee receipt along with the application.

11.3. Accommodation/Hostels

    11.3.1. Admission to the hostels is restricted to full-time, bonafide, Master's degree and Bachelor's degree students. Hostel admission is not guaranteed. Due to limited seats in the hostel, accommodation is not available for students who ordinarily reside in the Guwahati. Out-of-town students, who have close relatives in Guwahati, will also not be given least priority for hostel accommodation (rules and guidelines for hostel accommodation are mentioned in details in Students' Handbook).

11.4. Identity Card

Students are requested to carry the Institute's Student Identity Card at all the times. Loss of identity card should be reported to the concerned authorities and an application for a duplicate must be made to the Academic Section. A duplicate Identity Card will be issued within 2 working days on payment of Rs. 100/-. In case of such a loss, the student must procure a letter from Office of Students' Affairs to use for two days till the card is replaced. This measure is to ensure safety and security of the students and must be respected.

11.5. Discipline

Students admitted to the hostels will abide by the hostel rules. Failure to abide by the rules will result in the expulsion of such students from the hostel. If a Bachelor's or Master's Degree student, who is also a hostel resident, is found to be regularly absent from classes/and/or the hostel without the knowledge of the concerned Co-ordinator and the Warden (Hostels), the student will be asked to vacate the hostel. **Students**

during working days are not allowed to stay back in hostel without approval from Course Coordinator unless he/she is sick.

11.6. Class Attendance and Staying in the Hostel

Attendance of each student shall be reviewed once in a month. Identified students, whose attendance is less than 75% in 'all subjects', shall temporarily (for a month) be expelled for the subsequent month. Students shall be given a chance to secure the attendance shortage in the following month. If students are found to be continuous defaulters in subsequent 3-month, students shall be permanently expelled from the hostel. Students who missed the classes for medical reasons should submit their valid medical certificates within seven days of their resuming class.

An example: If a student fails to secure 75% attendance in a particular month (say 1-31 August), the student shall not be allowed to stay in the hostel for the month of September. However, if s/he satisfies at-least 75% of attendance in September, s/he will be called back in the hostel from October onwards. If the student continuously fails to secure the required attendance for subsequent 3-month (August, September, October), student shall be permanently expelled from the hostel.

11.7. Dining Hall

The DH serves both vegetarian and non-vegetarian meals. Non-Vegetarian meals are served four times in a week. On the days non-vegetarian meals are served special vegetarian meals are served for the vegetarians. The members should convey their option accordingly to the Caretaker (Hostels)-DH. Non-vegetarian items are prepared for regular non-vegetarian members only on a limited basis.

Lunch during working days (Monday to Friday) except holidays will be served in the Institute Canteen. Students who stay back in Hostel without prior information to Course Coordinator and Hostel Warden will not get lunch in Hostel. If there is any extra class on Saturday, it will be mandatory for student to go back to Hostel for lunch. For providing lunch to the students in Institute Canteen on Saturday and holidays concern faculty/and class representatives must inform dining hall in-charge 2 days well in advance.

11.8. Health Insurance

All the Students are covered under cashless Group Health Insurance policy of Rs. 1 Lakh, Personal Accident Policy of Rs. 1 Lakh and OPD cover of Rs 2,500 per year as soon as they are admitted. These covers benefit the students when they get hospitalized due to an accident or any other illness.

In order to get a cashless facility the student must ensure that she/he is admitted to the hospital which is on the panel of the service provider. In case the student is admitted to any other hospital he/she has to pay the bill and seek reimbursement of expenses by forwarding the claim to the service provider within 30 days of the discharge. The updated list of hospitals which are in the panel of the service provider can be accessed on the website of service provider.

Gender Amity Committee

The objectives of the Committee are:

11.8.1. Prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees;

11.8.2. Make recommendations to the Director for changes/elaborations in the Rules for students in the Prospectus and the Bye-Laws, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees;

11.8.3. Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment;

11.8.4. Recommend appropriate punitive action against the guilty party to the Director.

11.8.5. Procedure for Approaching Committee

The Committee deals with issues relating to sexual harassment at the Tata Institute of Social Sciences. It is applicable to all students, staff and faculty. A complaint of discrimination or sexual harassment may be

lodged by the victim or a third party. A written complaint may be addressed to the Convener of the Committee. If the complaint is made to the Director, Deputy Director or any of the Committee members, they may forward it to the Convener of the Gender Amity Committee. Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as "unwelcome" sexually determined behaviour (whether directly or by implication) as:

    11.8.5.1.   Physical contact and advances;
    11.8.5.2.   Demand or request for sexual favours;
    11.8.5.3.   Sexually coloured remarks;
    11.8.5.4.   Showing pornography; and
    11.8.5.5.   Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

11.8.6. The following is also sexual harassment and is covered by the committee:
    11.8.6.1.   Eve-teasing,
    11.8.6.2.   Unsavoury remarks,
    11.8.6.3.   Jokes causing or likely to cause awkwardness or embarrassment,
    11.8.6.4.   Innuendos and taunts,
    11.8.6.5.   Gender based insults or sexist remarks,
    11.8.6.6.   Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,
    11.8.6.7.   Touching or brushing against any part of the body and the like,
    11.8.6.8.   Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,
    11.8.6.9.   Forcible physical touch or molestation and
    11.8.6.10. Physical confinement against one's will and any other act likely to violate one's privacy.

The GAC will deal with all complaints of discrimination or sexual harassment against women, made by a student, or an employee of the Institute, or a third party; with accusations against a student, or an employee, or a third party

Student means any person who is enrolled for any degree/diploma/certificate course at the Institute (full-time/part-time/short term/long term).

Employee means any person employed by the Institute, in the positions of director, the faculty, technical staff, administration staff, service staff, social workers on field action projects and research project staff, including those appointed in temporary, part-time, honorary, visiting, ad-hoc, or casual capacity.

Third party includes relatives of the employees staying on campus; agency supervisors; and visitors to the Institute, such as contractors/workers, participants of a seminar, workshop or a training programme, students' relatives, alumni or students from another university.

A student guilty of discrimination or sexual harassment against women shall be liable to give a written apology to the victim and any of the following punitive action from the TISS Rules for Students:
• Censure;
• Withholding/withdrawing scholarship/fellowship and other benefits;
• Suspension/expulsion from the hostel;
• Rustication from the Institute for a period up to one year; or
• Expulsion from the Institute.

Placement Cell
The Tata Institute of Social Sciences (TISS) imparts high quality professional and application based education in a wide range of interdisciplinary areas of social sciences. The TISS Guwahati campus is committed to work with government, development sector and civil society in nation building process through its education, research, field action and advocacy in the wider context and particularly in the Northeast India. The aim of placements of the campus is to help students to identify their interests, strengths, values, and help developing the professional future of its students.

The campus facilitates placements through Central Placement Committee (CPC) including Senior Placement Committee (SPC) with Senior Student Representatives (SSRs). The committee is headed by the Coordinator (Faculty-in-Charge) and has overall Placement Coordinator (Students).

Objectives

In view of the guiding principles of excellence and integrity, the objectives of the placements, TISS Guwahati campus are to:

1. Enhance the link with profit and not-for-profit sectors to build external relations in the North-Eastern region.
2. Strengthen and promote *Strategic Student Placement* and *Campus Recruitment Programmes*.
3. Conduct different capacity building events such as seminars, conferences, public talks, guest lectures, training workshops, meetings that bring together students and teachers with practitioners in the field to exchange ideas and information.
4. Create a vibrant and active alumni network that can enable TISS Guwahati campus to link with alumni in the field and create spaces and opportunities based on regular feedback.
5. Confidence building to face personal interviews and group discussion of job recruiters by organising different capacity building programmes.
6. Guide and provide information on different scholarship/fellowship on higher education and research.
7. Create and update the data on organisations particularly in and around the region.

Process of Placements

The following stages are followed to facilitate the placement process:

1. Members from the organisations interact with students on campus through pre-placement talks, leadership sessions and guest lectures.
2. Student profiles and other relevant details are shared with the organisations.
3. Organisations are invited on campus. Besides on-campus placement, it also organises virtual recruitment process via Skype and Video Conferencing to those organisations which are not been able to participate in the process in person.
4. Applications are invited and resumes of interested applicants are shared with the organisations.
5. Organisations conduct their selection process on students' application and shortlisting based on the Curriculum Vitae, Group Discussion or Group Interaction, Personal Interview at several rounds.
6. Final Offer roll-out and Acceptance.

Canteen

The Institute has a canteen within its premises for the students, staffs and faculties. The canteen provides various cuisine, tea and snacks. The canteen is open from 10 am to 5pm.

Safety and Security

The Institute has a 24x7 security system within the campus. Safety and security issues are to be reported to the security staffs. The campus Safety and Security, Manager, Mr. Rajiv Bora can be reached at 8811027105.

12. Social Protection Office

12.1. Purpose

A Committee ensures the effective implementation of the policies and programmes of the GOI, UGC and State Governments with regard to backward castes, classes and physically challenged. It also suggests measures for achieving the objectives laid down by the various government agencies. The Committee meets at least two times in a year and the decisions arrived at are mandatory to be implemented. The following activities will be conducted by the social protection office.

12.2. Pre-Admission Orientation

The pre-admission orientation is organised by the Social Protection Office (SAP) for all SC/ST/OBC/PWD/Minority candidates who have qualified to appear for the National Entrance Test of the Institute. The orientation programme is scheduled for about 2–3 days in the month of November/December, every year.

The objective of this programme is to orient them about the whole process of the entrance test, positive and negative aspects of written test, group discussion and personal interview. Besides, another important point which is touched upon is about the common mistakes that candidates make in the admission test and how to overcome those. The candidates are also told about the facilities available for the eligible candidates. It is all meant to help them feel confident. This is followed by clarification of any doubts from the candidates.

12.3. Post-Admission Orientation

The students admitted in various programmes are provided post-admission orientation. The main focus is on the course curriculum, help in selection of optional courses, acquainting them with the whole new multi-cultural and multi-lingual environment that they are to face on the campus, and various facilities available to them.

12.4. Capacity Building Sessions [Subject to availability of funds]

12.4.1. Language classes are arranged for students to improve communication skills and proficiency of language;

12.4.2. A programme on 'Personality Development' is conducted;

12.4.3. Career counselling is provided to the students;

12.4.4. Computer classes are arranged to enhance their skills in operating the computer.

12.5. Remedial/Co-Curricular Coaching

At TISS, remedial/co-curricular classes are conducted in the following areas, depending upon the students' interest:

12.5.1. Language classes for English,

12.5.2. Language Lab is installed for all the students.

12.5.3. Skill workshops for use of the library, writing a assignments, making presentation in class, public speaking, job selection and job interviews process,

12.5.4. Coaching in basic subjects such as social research and field work recordings, and

12.5.5. Orientation on scholarships available for higher studies.

12.6. Grievance Redressal

The SC/ST/OBC/PWD/Minority students can approach to the convener, SPO, or the Deputy Director for Redressal of any grievances regarding academic, administrative or social concerns. The Dean will meet the concerned students, faculty and staff, understand their concerns and issues and take necessary action and/or render them necessary support and help resolve the grievance.

12.7. Exemption

12.7.1. Exemption of Charges for Application Form for TISS National Entrance Test

The Application Form for admission to various programmes are provided free of cost to eligible SC/ST/Denotified and Nomadic Tribes (DNTs) and OBC (NC) candidates for availing this, the candidates are required to submit the Caste and Income Certificate issued by a competent authority.

12.7.2. Travelling Allowance

Travelling Allowance (TA) is paid to all the eligible SC/ST/OBC(NC) candidates for (i) attending the Orientation Programme, (ii) Written Test/CET, (iii) Group Discussion (GD), Pre-Interview Test (PTI) and Personal Interview (PI), (iv) documents verification and joining the programmes. The candidates are required to submit TA Form for each and every activity along with onward and return journey tickets, Caste/Tribe/OBC (non-creamy layer) certificate and Income Certificate for preceding year issued by a competent authority. The candidates are required to choose the nearest centre/campus for above activities.

12.7.3. Lodging and Boarding during Orientation Programme
Lodging and boarding facilities are provided to all SC/ST/DNTs/OBC(NC) candidates, wherever possible, or a specified amount is paid towards these facilities.

13.   Other Facilities

13.1. Sports Facilities
The Institute has Recreation Centres in the hostels as well as in the institute that are open to all students. The hostel sports facilities include badminton courts, carom, and other board games. Institute has also a table-tanis board and other board games.

13.2. Counselling Services
TISS values each and every one of students and strives to make students' stay at the Institute productive and stress free. There will be two counsellors Male and Female and Saturdays are for hostel visits.

13.3. Medical Services
There is a sick room at the premises of the institute that students can use if they are unwell. Upon consultation with staff members, a doctor may be called from nearby hospitals. All students of TISS are members of the Group Health Insurance Scheme. Hospitals and nursing homes located near the institute for use in case of illness and emergency. The students should approach the Institute Doctors for a referral to institute's networked hospitals.

13.4. Railway Concessions
Journey up to Home Town: Students should fill in the details in the prescribed form available with the Academic Section. The forms should be submitted at least two days in advance. As per Railway rules, the Institute is authorised to issue concession forms only for journey to the student's home town, as stated in his/her application form for admission.

For Local Railway Travel Concession: The forms should be submitted to the Academic Section at least two days in advance. No concession is granted for the same period in case of loss of the concessional season ticket, as per Railway Rules. The age limit of students eligible for the above concessions is as follows:

General   :   Below 25 years
SC/ST   :   Below 27 years
Ph.D   :   Below 35 years
M.Phil   :   Below 27 years

13.5. Channels of Communication
Students are free to discuss their concerns relating to Courses, Field Work, Internship, Block Field Work, Rural Practicum, Study Tour, Hostels, Dining Hall, Administration, Library and Computer Centre with the first point person who is empowered to listen and address the issues. If the issue is not addressed at that level, students are advised to go to the next person responsible and eventually to the Deputy Director. Important to mention that the officials at the Institute will be happy to listen to the students and deal with all reasonable concerns. Do not allow issues that affect students' academic and personal life to linger on. Please contact appropriate official(s) for support. Students are requested to visit the Counsellor/Students Affairs Convener for advice. TISS Guwahati has an excellent and most trusted Counsellor located at the Campus with whom students can discuss personal issues, and medical doctor to address students' health issues. Please do not hesitate to call/visit the Counsellor and doctor to ensure any health related issues.

Students are requested to follow the proper sequence of the chain of communication for addressing different issues (see details in Students' Handbook).

14. General Information

Administration
Director: Prof. Shalini Bharat
Deputy Director: Prof. Kalpana Sarathy (Acting)
Registrar: Dr. C.P. Mohan Kumar
Asst. Registrar (F&A): Mr. Simanta Borah
Administrative Officer: Ms. Chayanika Das
P.S to Deputy Director Ms. Dulumoni Das

Faculty and Staff members of TISS Guwahati

Faculty Members
Name **Designation**

1. Dr. Abhinandan Saikia, M.Sc (FRI, Dehradun), M.Phil; Ph.D. (JNU) — Assistant Professor
2. Mr. Chitrasen Bhue, M.A. (Univ. of Hyderabad), PhD (Univ. of Hyderabad) — Assistant Professor
3. Dr. Debdulal Saha, M.A. (NBU), Ph.D.(TISS Mumbai), Post Doc.(Uni. of Kassel) — Assistant Professor
4. Dr. Illito H. Achumi, PhD. (JNU) — Assistant Professor
5. Dr. Jagannath Ambagudia, M.A., M.Phil, Ph.D. (JNU) — Associate Professor
6. Dr. Jennifer Kipgen, MSW (Pune University), Ph.D (TISS Mumbai) — Assistant Professor
7. Dr. Joseph Riamei, M.A.SW, Ph.D. (TISS Mumbai) — Assistant Professor
8. Prof. Kalpana Sarathy, M.A. (Univ.of Madras), M.Phil. (NIMHANS), Ph.D. (JNU) — Professor
9. Dr. Lavinia Mawlong, M.A.S.W. (TISS, Mumbai), PhD — Assistant Professor
10. Ms. Meghali Senapati, M.A.S.W. (TISS Mumbai) — Associate Professor
11. Ms.Monica Kaothala, MASW(Assam University), M.Phil(University of Delhi) — Assistant Professor
12. Ms. Navaneeta Deori, M.A. (Univ. of Delhi), M.Phil. (JNU) — Assistant Professor
13. Dr. Prashant Kesharvani, M.A. (University of Allahabad), M.Phil.; Ph.D. (JNU) — Assistant Professor
14. Dr. Ram Kumar Debbarma, M.A., Ph.D. (Univ. of Hyderabad) — Assistant Professor
15. Dr. Rajdeep Singha, M.A. (Vidyasagar University), Ph.D. (ISEC,,Bengaluru) — Assistant Professor
16. Dr. Razdan Sarim Rahman, M.A.SW, Ph.D.(Jamia Milia Islamia) — Assistant Professor
17. Ms. Rinya Pura, MASW(University of Delhi) — Assistant Professor
18. Dr. Sanjay Barbora, M.A.; M.Phil. (Univ. of Delhi), Ph.D. (NEHU) — Associate Professor
19. Dr. Santhosh M. R., MSW (MGU), M.Phil.; Ph.D. (JNU) — Assistant Professor
20. Dr. Shivani Chauhan. Barooah, M.A.;M.Phil.; Ph.D. (Univ. of Delhi) — Assistant Professor
21. Dr. Stephen Pamei, Ph.D. (Pondichery Univ.) — Assistant Professor
22. Dr. Subeno Kithan, M.A., MPhil, PhD (Univ. of Hyderabad) — Assistant Professor
23. Dr. V Sawmveli, M.A., M.Phil.; Ph.D. (Univ. of Hyderabad) — Assistant Professor
24. Dr. Yengkhom Jilangamba, M.A. (Univ. of Delhi), M.Phil.; Ph.D.(JNU) — Assist ant Professor

Finance and Accounts

Mr. Simanta Borah, AR (F&A)
Mrs.Nabanita Paul

Academics
Ms. Chayanika Das (AO)
Ms. Dulumoni Das
Ms. Lydia Tirkey

Library:
Ms. Sewali Patowary (Asst. Librarian)
Mr. Bibhuti K. Singh (Professional Assistant)
Ms. Dulumoni Gogoi (Library Assistant)
Ms. Manjumoni Hazarika (Library Attendant)
Mr. Sailendra Hajong (Library Attendant)

Programme/Dean//Course Coordinators

Centre for Undergraduate Studies
Chairperson   Ms. Navaneeta Deori
Coordinators
BASS 2016-2019   Batch   Mr. Chitrasen Bhue
BASS 2017-2020   Batch   Ms. Navaneeta Deori
BASS 2018-2021   Batch   Dr. Subeno Kithan

Foundation Course (FC)   Dr. Illito Achumi

School of Social Sciences & Humanities
Dean   Dr. Sanjay Barbora
Chairpersons
M.A. in Ecology, Environment & Sustainable development   Dr. Abhinandan Saikia
M.A. in Labour Studies & Social Protection   Dr. Rajdeep Singha
M.A. in Peace & Conflict Studies   Dr. Yengkhom Jilangamba
M.A. (Sociology and Social Anthropology)   Dr. V. Sawmveli

School of Social Work
Dean   Prof. Kalpana Sarathy
Chairpersons
M.A.SW (Counselling)   Ms. Monica Kaothala
M.A.SW (Community Organization & Development Practice)   Dr. Joseph Riamei
M.A.SW (Livelihood & Social Entrepreneurship)   Dr. Razdan S Rahman
M.A.SW (Public Health)   Dr. Santhosh M.R.

Unit of Research and Development
Chairperson   Dr. Jagannath Ambagudia

International Relation Office (IRO)   Dr. Debdulal Saha (Convener)

Students' Affairs Office (SAO)   Dr. Abhinandan Saikia (Convener)

Hostel Wardens
Ms. Rinya Pura (Girls Hostel)
Dr. Joseph Riamei (Boys Hostel, TISS Campus, Jalukbari)
Dr. Stephen Pamei (Boys Hostel, Hatigoan)

Social Protection Office (SPO)   Dr. R.K.Debbarma (Convener)

Committees
Gender Amity Committee (GAC)   Dr. V. Sawmveli (Convener)
Computer Committee: To be notified (Convener)
Library Committee: Dr. R K Debbarma (Convener)
Anti-Ragging Committee: Dr. Santhosh M. R. (Convener)
Food Committee (Hostel & Canteen):   Ms. Monica Kaothala
Placement In-charge: Dr. Debdulal Saha

Counsellors-Health &Wellness
Mr. Gyanendra Rai (Student Counsellor)
Ms. Anisha Sheikh (Student Counsellor)
Dr. Juri Das (Inst.Medical Officer)

Campus Safety & Security   Mr. Rajiv Borah
Dining Hall   Mr. Daniel Mardi