



## Jayadev Institute of Social Sciences and Research (JISSR)

**JISSR** is a leading professional institute of the state affiliated to Utkal University of Culture, Bhubaneswar, and Recognized by Govt. of Odisha. The institute is committed to provide need based qualitative education to various disciplines for students from all streams of academics. JISSR is coming forward with an ambitious commitment to help the students in their career building in the frontline of all the rest with a strong leadership quality.

### Mission

JISSR is an institution of excellence in quality education and continually responds to the changing realities through the development and application of knowledge towards creating people centred and sustainable society that promotes and protects the dignity, equality, equity and social justice for all, with special emphasis on marginalized and vulnerable groups.

### Vision

JISSR organizes teaching and training to facilitate the development of competent and committed professionals for undertaking and practicing research, development activities, develops and disseminates knowledge and reaches out the larger community through extension of the local and regional level.

## The Campus

### Location

At present the Institute is centrally located in Bhubaneswar the Temple City of Odisha which is in front of Kalinga Stadium and adjacent to the VIP Road running from Biju Pattnaik Airport to the Info City. It is simply at walkable distance from Bus Stop of Jayadev Vihar Square, 2 Kilometers from Railway Station and 5 kms from Biju Patnaik Airport. The Institute will be shifted to it's newly developed lush green campus in a prime location within Bhubaneswar.

### Facilities

Through innovative methods of teaching, JISSR offers an excellent study environment. The faculty members of MSW and MRM are drawn from various streams of education. The classrooms are equipped with modern techniques through the use of OHP, LED systems etc. The students are exposed to regular Seminars, Workshops & Symposiums.

### Institute Library

Our Institute Library is the store house of Knowledge where the students can fulfill their minimum requirement in search of learning. It houses a number of voluminous and qualitative books on social work, management, Rural Development and culture, with journals of national level, magazines and periodicals related to the study stream.

### Computer Lab

Well furnished computer lab with all time internet facility helps our students to update their knowledge in addition to the completion of the academic course on computer application in Rural Management and Social Work.

### Hostel Facility

JISSR provides hostel facility for girls satisfying all the requirement of students. However, the students interested to avail the hostel facility are required to apply separately to the Principal, JISSR. They have to bear the lodging and boarding charges as fixed up by authority.

**Placement Cell**

The Institute has a Placement cell. This placement cell assists students in planning their career and facilitates entry into jobs, which match their interest. It serves as a channel of communication between students and organizations.

**Loan Facility and Scholarship/Awards**

The needy and poor students are provided studentship certificate to receive loan from various banks at their residential area and from financial organizations satisfying their terms and conditions.

Director's Financial Scholarship is

awarded to meritorious students on the basis of their academic career and performances.

The Chairman's running trophy for the Best student is awarded to one of the final year students adjudged the best in all round performances.

## Programmes Offered

JISSR has two major Post Graduate Departments and the courses offered under various departments are as follows:

Sl.	Courses Offered	Nature	Duration	No. of Seats
<b>Department of Management</b>				
1.	MA in Rural Management	Full Time	2 years	40
<b>Department of Social Work</b>				
2.	Master in Social Work (MSW)	Full Time	2 years	60

### MA in Rural Management

The programme comprises four different segments - classroom, field work, organizational traineeship and management traineeship. The programme is meticulously designed to train graduates of any discipline in managing development based programmes, as well as managing business organizations.

The professionals, who would successfully come out of this programme will be competent and confident enough to handle development programmes covering land based enterprises like agriculture, animal husbandry, horticulture, fishery, livelihood promotion, income generation, etc.

These professionals will be equipped with the relevant knowledge and skills required by managers in this throttling competitive economy to steer the rural based enterprises and other organizations dealing and churning products for rural customers like manufactures of farm equipments, fertilizers, food products, banks and insurance companies, agribusiness companies.

### Course Content

The MRM course spreads over 24 months covering 2000 marks inclusive of theory, practical, internship (summer placement), field visits etc. The year-wise-break-up of curricula is as follows.

#### First Year

- Nine core papers of 100 marks each.
- The students have to be exposed to the rural community to study their application aspect of the above mentioned courses of 100 marks.

**Second Year**

- Seven core papers of 100 marks each.
- Two elective course carrying. 100 marks each
- Dissertation of 100 marks, which comprises of data collection, analysis, writing & submission of dissertation report.

**Course Structure of MA in Rural Management**

	PAPERS	MARKS
<b>Semester-I</b>		
I	Principles of Management	100
II	Organisational Behaviour	100
III	Rural Cultural Dynamism	100
IV	Accounting for Rural Managers	100
<b>Semester-II</b>		
V	Research Methodology and Quantitative Techniques	100
VI	Marketing Management	100
VII	Management Economics	100
VIII	Summer Internship (Rural Learning and Living Experience)	100
<b>Semester-III</b>		
IX	Human Resource Management	100
X	Management Information System	100
XI	Project Planning and Management	100
XII	One Course from Elective Set-I	100
	(a) Micro-Finance Management	
	(b) Watershed Management	
	(c) Agri-Business Management	
	(d) Rural Financial Institutions and Markets	
	(e) Training and Development	
<b>Semester-IV</b>		
XIII	Dissertation	100
XIV	Management of PRIs and Local Bodies	100
XV	Development Communication	
XVI	One Course from Elective Set-II	100
	(a) Insurance and Risk Management	
	(b) Rural Logistics and Supply-Chain Management	
	(c) Management of Cooperatives and Marketing Federations	
	(d) Rural Entrepreneurship	
	(e) Corporate Social Responsibility	

## Master in Social Work (MSW)

The profession of Social Work is dedicated for solving and preventing social problems related to individuals, families, small groups, organizations or communities. Thus broad range of employment opportunities exists in this field. Social workers are required in hospitals, public schools, family agencies, industries, courts, NGOs probation departments, government agencies, children's agencies, and in facilities that serve person with disabilities.

The primary purpose of the social work programme is to prepare students for beginning professional social work practices. In addition students are prepared for post graduate education and responsible citizenship. Academic employments in this field are also growing gradually.

### Course Content

Course spread over 24 months covering 4 semesters consisting of 16 papers and each paper is having a total of 100 marks. Out of these, 12 papers are theory papers and 4 papers are practice based (Field Work).

### Course Structure of MSW

Paper	Course Title	Marks
<b>SEMESTER-I</b>		
Paper - I	History, Philosophy and Fields of Social Work	- 100
Paper - II	Social Work Methods : Case Work and Group work	- 100
Paper - III	Social Work Research of Social Statistics	
	Section - A : Social Work Research	- 050
	Section - B : Social Statistics	- 050
Paper - IV	<b>Concurrent Field-Work</b> (Total 150 Hours Duration) In a Rural / Urban Slums / Tribal Areas. <b>Rural Camp for two weeks</b>	- 100
<b>SEMESTER-II</b>		
Paper - V	Section - A: Man and Society	- 050
	Section - B : Human Growth and Development	- 050
Paper - VI	Community Organization and Social Action	- 100
Paper - VII	Human resource management and Industrial social Work	- 100
Paper - VIII	<b>Concurrent Field Work</b> (Total 150 Hours Duration) In a Rural / Urban Slum / Tribal Area, <b>Orientation Visit.</b>	- 100

SEMESTER-III			
Paper - IX	Social Work Administration	-	100
Paper - X	Social problems, Social Policy, Social Legislation & Social Development	-	100
Paper - XI	Participatory Approaches and Social work practices	-	100
Paper - XII	<b>Concurrent Field Work and Agency Placement</b>	-	<b>100</b>
SEMESTER-IV			
Paper - XIII	Social Work and the Weaker Sections	-	100
Paper - XIV	Public Health Management	-	100
Paper - XV	Electives (One of the Two): A. Community Development B. Family and Child Welfare	-	100
Paper-XVI	<b>Project Report</b>	-	<b>100</b>
<b>Grand Total</b>		-	<b>1600</b>

## Courses Delivery

### Classroom Instruction

Weekly periods are assigned for classroom teaching and some days for practical. There are at least four classes allotted for each paper in a week. Along with the theory classes the students are given scope to regularly use the library in order to successfully complete their course. Guest Lectures by top ranking professionals and educationists are regularly organised. Audio-visual presentations and computer application are also included in the curriculum.

### Field Work

Field work is an important aspect of curriculum that enable students to develop professionalism through continuous self-evaluation. The fields of interventions are relatively different for MSW, MRM and BSW.

#### Elective Papers

A minimum of 12 students are required for a particular elective paper to be offered in both of the courses MSW and MRM. The students can choose any two elective papers listed in the prospectus.

#### Internal Examinations and Assignments

Periodical internal tests are conducted in which students attendance is compulsory. Regular course assignments are given to the students to assess their progress in studies. The academic committee will decide the internal examination planning.

### Rural Exposure

Rural Exposure helps the students to know rural life, their problems and related developmental issues that will enable them to organize and implement micro level programmes. A Rural Camp (RC) is organized for a period of ten days for MSW. For BSW, it is 10 days per year. Rural Living and Learning Experience (RLLE) for a period of one month is organised for MRM.

### Project Work

In the final year of MRM and MSW the students are required to complete Dissertations on topics related to social/practical issues, which are mutually decided by students and research committee. Supervisor will be assigned for day-to-day guidance. The students have to go to the required fields for data collection. All the charges will be borne by the students. The dissertation has to be submitted before the university examination form fill up, otherwise he/she will not be allowed to appear the examination.

## Admission Information

### Eligibility Criteria for Admission

Admission to the MSW & MRM Courses are open to both male and female graduates from any discipline of any University or Institute recognized by any university. The prevailing University and Government regulation govern the intake of students. Before applying for admission to the course, the candidates should satisfy themselves the minimum requirement of Degree in Social Work / Arts / Science / Commerce / Agriculture / Engineering / Veterinary etc.

### Application Procedures

#### Application from and Prospectus

Candidates seeking admission to anyone of the programmes, should apply in a prescribed form obtained from the office of the Institute on payment of Rs. 250/- (Rupees Two Hundred Fifty only) or by mail on sending a bank draft of Rs. 300.00 (Rupees Three Hundred) in favour of the Principal. JISSR payable at any nationalized bank in Bhubaneswar along with the corresponding addressed envelope.

*The candidate must write his/her full name in the backside of the draft.*

#### Last Date for Application

The Application form completed in all respect should reach the office of the Principal within 14 days of the publication of the final degree examination results of the concerned University. Candidates whose results are awaited may also apply provisionally. Applications received after last date or incomplete application forms shall not be entertained. The Institute shall not be responsible for postal delays or loss of application form in the transit.

#### Documents to be submitted with Application Form:

- Mark sheets and certificates of all examination (self attested)
- Conduct certificate from the Institution last attended.
- SC/ST certificate from the competent authority (MP/MLA/Collector/ADM/SDO/Local Gazetted Revenue officer not below the rank of Deputy Collector/Tahasildar).
- Physically handicapped certificate and ill card issued by District Welfare Officer / Chief District Medical Officer / Social Welfare Department of the State Govt.
- Photocopy of the money receipt (if paid in cash, for the application form)
- Two self-addressed envelopes with Postal stamp.

## Selection Procedure

The selection of candidates for both of the courses will be done on the basis of combined performance in academic career and personal interview. The candidates recommended by Govt. and Non-Govt. Voluntary organizations will be required to enroll with the Institute as a Member of Institute. The best meritorious candidates having more than 60% marks in their graduation will get a relaxation of 10% of the total fee and will get first service. Before the final selection of the candidate, a discussion will be held with the parents / guardians along with the candidates to find out their perception of and expectation from the course. They will also be given a brief orientation about the course and its requirements.

#### Reservation

Seats will be reserved for SC, ST and PH students as per Govt. Rule.

Note: In case of non-availability of such candidates, the reserved seats will be filled up from the merit list.

## Confirmation of Admission

The merit list of the candidate will be displayed on the notice board of the Institute. Also the selected candidates will be intimated individually by post/E-mail. It is to be noted that the admission offered by the Institute is provisional and is subject to final approval of Utkal University of Culture.

**N.B.:** Any false information found on verification of the original document at any stage will lead to cancellation of selection / admission and will be treated as a cognizable offence and payments of dues paid to the institute cannot be refunded.

### Documents required at the time of Admission

- Certificates and mark sheets of all examinations passed till the qualifying examinations.
- College Leaving Certificate (to be retained by the Institute)
- Migration Certificate (for students from other university)
- Relieve order from competent authority (in case of sponsored candidate)
- Six passport size photographs.

## Course Fee

Details	MRM	MSW
Semester-I	15000/-	12500/-
Semester-II	15000/-	12500/-
Semester-III	15000/-	12500/-
Semester-IV	15000/-	12500/-

Development / Examination / Hostel fee are extra.  
Development fee for Rural Camps and Field Works will be charged extra.

## Uniforms

The Institute prescribes a common uniform for all students. The basic objective behind introducing a common prescribed uniform is to ensure unity, obedience, discipline and order among the students. All students should use uniforms by their own cost for classroom field work and other activities of the Institute.

### Note:

- 10% of the total fee will be relaxed for applicants securing 60% or above marks in aggregate in their graduation.
- 5% reduction for those who pay total fees for both years at the time of admission (MRM & MSW) but not applicable for students availing concession.
- The applicant if selected has to pay the tuition fee of one academic year at the time of admission.
- Institutional Development fee is extra and has to be paid at the time of admission.
- The course fee excludes all other university fees like examination fee, registration fee, uniform etc. and also the expenses of rural camp and field work are to be borne by the students.
- If the students want to stay in Hostel, dues of one year in advance are to be paid at the time of hostel admission.
- Total fees for the course should be paid in four equal installments in two years.

## Rules & Regulations

- Students shall regularly attend all the theory classes and maintain sincerity in the field-works, seminars, workshops and all activities of the Institute.
- Absence from classes cannot be considered as a matter of right, students have to take prior permission by submitting leave application to the Principal.
- Students should take utmost care to maintain the cleanliness of the campus and should see that no property of the Institute is defaced or damaged by their actions. Any student found to be indulging in such activities shall be severely penalized even to the extent of exclusion from the campus.
- Students should not use or possess tobacco/alcohol in the Hostel/College premises or during any activities of the college inside or outside the campus.
- Students should be courteous to fellow students, faculty members, administration, library and other non-teaching staff.
- Student having grievances if any, pertaining to academic programmes and their day-to-day activities may address to the Principal for redressal.
- The college expects each student to conduct himself/herself in discipline manner that evinces regard and concern for the welfare and rights of other members of the college community.

## University Examinations

There will be University Examination at the end of each academic year, 1 year for MSW and at the end of each semester for MRM course. Every year Examination will be conducted as per the University Schedule. A candidate has to secure at least 75% attendance in theory classes, 90% attendance in practical / field works throughout the academic session in a year. The students having short of any of these required percentages will not be allowed to appear the university examination. The candidate needs to secure 40% marks in each theory paper / project / practical / Assignment / Internal examination in order to pass the University / semester examination. A failure in theory examination will amount to failure in that paper only, which can be repeated in the final examination, but it is restricted to two papers only. The Division / class will be awarded to a student on the average performance of two Annual University Examinations for MSW and four Semester for MRM and the categories are -

General Class :	40% or above but below 50%
Second Class:	50% or above but below 60%
First Class :	60% or above but below 70%
Distinction:	70% or above.

## P.G. Diploma in NGO Management

The Civil Society organization and the NGO sector has been considered as the potential to absorb educated youth through different projects & programmes. Not with standing the fact that JISSR provides 2 years post graduates in social works courses, we are still to provide professionals with required skills for the NGOs & Civil society sectors, the NGO Management course has been specially developed to fill the employability gap. Under this backdrop, an honest attempt has been made by JISSR to build and groom professionals with right knowledge, skill and attitude through an extensive course in NGO Management.