

**Information Brochure**  
for  
**Integrated M.Phil-Ph.D. and  
'Direct' Ph.D. Programmes**  
**2014-2015**



**TATA INSTITUTE OF SOCIAL SCIENCES**

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

1965) V.N.Purav Marg, Deonar, Mumbai - 400 088

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<http://www.tiss.edu>

## Important Dates:

Last date of submission of Application Form:	April 3, 2014 by 6.00 pm
Announcement of shortlisted Candidates for RAT	April 4, 2014
Research Aptitude Test (RAT)	April 10, 2014
Announcement of candidates invited for Personal Interview (PI)	April 17, 2014
Personal Interview:	April 21 - May 2, 2014
Mumbai Campus	April 21-23, 2014
Guwahati Campus	April 24-25, 2014
Hyderabad Campus	April 28-30, 2014
Tuljapur Campus:	May 1 -2 2014
May 1, 2014 (Integrated M.Phil – Ph.D)	
May 2, 2014 (Direct Ph.D)	

For any queries regarding the admission process please contact TISS C.A.R.E. (Centre for Application Relationship and Engagement Helpline at **022-25525252**)

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# 1. Tata Institute of Social Sciences: An Introduction

The Tata Institute of Social Sciences (TISS) was established in 1936, as the Sir Dorabji Tata Graduate School of Social Work. In 1944, the Sir Dorabji Tata Graduate School of Social Work 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 a deemed university under section 3 University Grants Commission Act, 1956.

Since its inception in 1936, the vision of 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:

Since its inception in 1936, 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-centred, 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; initiating and facilitation of 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 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.

The National Assessment and Accreditation Council (NAAC) awarded a 5-Star rating to the Institute in 2002. The NAAC re-accredit the Institute in 2009 with an “A” Grade and a cumulative grade point of 3.88 out of 4.00.

## **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 72nd 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 its 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, and is primarily funded by the University Grants Commission (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 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.
- 2002** The National Assessment and Accreditation Council awards a 5-Star rating to the TISS
- 2004** A Bachelor's programme in Social Work commences at the Institute's Tuljapur Campus.
- 2005** Diploma programmes in Sustainable Development commence in Ladakh and in the Andaman & Nicobar Islands.
- 2006** A landmark year for TISS. Academic restructuring of existing Departments and Units into 5 Schools and 4 independent Centres is operationalised.
- Two new M.A. programmes are introduced: Development Studies and Education

(Elementary).

- The M.A. in Personnel Management and Industrial Relations Programme is renamed as M.A. in Human Resources Management and Labour Relations, with significant changes in its curriculum.
  - The M.A. in Social Work and both the M.H.A. programmes also revamp their curriculum.
  - A revamped integrated M.Phil.-Ph.D. programme is introduced.
  - The Jamsetji Tata Centre for Disaster Management is inaugurated by the Prime Minister of India.
- 2007
- Three new Master's Degree programmes—Disaster Management, Globalisation and Labour, and Social Entrepreneurship two new Diploma programmes—Media and Cultural Studies, and Psychosocial Care and Support in Disaster Management initiated.
  - Centre for Studies in Social Exclusion and Inclusive Policy inaugurated.
- 2008
- Three Master's Degree programmes—Disability Studies and Action, Media and Cultural Studies, and Public Health—and one Diploma programme in Gerontology are initiated.
  - School of Habitat Studies established.
  - Foundation stone for establishment of TISS Hyderabad Campus laid.
- 2009
- Three new Master's Degree programmes—Habitat Policy and Practice, Counselling, and Women's Studies—and one Diploma programme in Counselling initiated.
  - TISS Hyderabad Campus offers its first academic programme: Certificate in Decentralised Planning and Rural Development from February 2009.
  - TISS, Guwahati initiates a Diploma programme in Community Organisation and Development Practice from June 2009.
- 2010
- Two new Master's programmes —Public Health in Health Policy, Economics and Finance, and Social Work in Rural Development— initiated.
  - NAAC re-accredits the Institute with an 'A' Grade and a cumulative grade point of 3.88 out of 4.00.
- 2011
- The Institute celebrates its Platinum Jubilee
  - The ambitious and path-breaking Transformation of M-Ward Project is initiated
- 2012
- Academic programmes commenced in TISS Guwahati and TISS Hyderabad campuses with the commencement of 5 years Integrated Masters degree programme in Social Sciences and Masters in Rural Development & Governance and Masters degree programmes in Social Work.
  - TISS Tuljapur has celebrated its Silver Jubilee in 2012.
- 2013
- The number of Master's programmes offered by TISS increased from 4 to the current 38; a revamped M.Phil.-Ph.D. programme was introduced, and several new Diploma and certificate programmes as well.

## 1.1 An Overview of Recent Achievements

The synergy between teaching, research, field action and extension has enabled the TISS to continue to shape planning, policy and programme formulation, foster critical rethinking, and development of people-centred interventions.

- The Special Cell for Women and Children, a Field Action Project of TISS, completed 25 years of work in 2009 on 'Violence Against Women' as a programme/service located in the police system. At present, 7 States have established Special Cells and efforts are on to establish the Special Cells in the remaining States and Union Territories of the country.
- TISS is the Principal Recipient of the Global Fund for AIDS, Tuberculosis and Malaria in a country-wide project for capacity-building of higher institutions of learning in HIV/AIDS Counselling. Named Saksham, the project will conduct master training programmes and help to build infrastructure to develop the capacities of 40 academic institutions all over the country, which, in turn, will provide supportive supervision and training to 12,000 counsellors working in the national HIV/AIDS counselling programme. The Global Fund has awarded Saksham an A-1 rating.
- In the Andaman & Nicobar Islands, as a part of post-tsunami reconstruction, the TISS has embarked on a programme of capacity-building of local communities in sustainable development. In collaboration with ANI Administration, TISS is in the process of setting up Disaster Early Warning System and structures for Rural Knowledge Centres.
- The TISS is recognised by the World Health Organisation as a collaborating Centre for Health, Policy Research and Training. The UNAIDS Centre for Behavioural Research on HIV/AIDS is also located at TISS.
- The TISS has been engaged in working with the GoM to design an Outcome Budget covering 12 key government departments. The Outcome Budget initiative is an attempt to link public expenditure to definitive positive outcomes rather than mere outputs so as to establish the relationship between financial allocation, the actual expenditures, and the eventual outcomes of that expenditure.
- The TISS has established collaborative research and student exchange programmes with over 25 universities and consortiums in Africa, Asia, the United States and Europe.
- The TISS has become a partner in a Consortium of 12 European Universities and 8 Indian Universities. This Consortium is led by Lund University, Sweden, and has received a grant of 9.6 million Euros for academic exchange under the Erasmus Mundus External Cooperation Window India Lot 15. Under the Grant, TISS faculty members and students will receive fellowships for teaching and research work in various universities across Europe, and TISS will receive scholars and students from European Universities.
- At the request of the Mumbai High Court, in 2005, the TISS Rural Campus undertook a study of farmers' suicides in Maharashtra. The Report has been appreciated by the Court, both for providing valuable insights into the rural livelihood crises and its policy recommendations. A long-term action research project on agrarian crisis has been initiated.
- The TISS continues to be involved in critical research in diverse areas such as education and literacy, family and children, women's issues, HIV/AIDS, rural and urban development issues, displacement, youth and human development, and the rights of Dalits, indigenous peoples, minorities and other marginalised groups.

## 2. Campus Information

### 2.1 Mumbai Campus

#### Introduction

The Tata Institute of Social Sciences (TISS) was established in 1936, as the Sir Dorabji Tata Graduate School of Social Work to meet the emerging need for trained human service professionals. TISS was one of the earliest institutions to be recognised as an institution Deemed to be University in 1964 to further teaching and research in the inter-disciplinary areas of Social Sciences. TISS is a centrally funded public university with the entire plan and non-plan grants provided by the University Grants Commission (UGC), Government of India (GoI) since 1964.

TISS has consistently worked for the promotion of sustainable and participatory development and creation of a just and equitable society. TISS has been engaged in research, policy support, programme development and evaluation, training, and advice on development interventions with the ministries and autonomous bodies of GoI; State Governments; bi-lateral and multi-lateral organisations; universities and institutions across the world; the non-government sector, industry, businesses at the national and international levels; and peoples' groups and networks.

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 knowledge dissemination. TISS was awarded a 5-Star rating by NAAC in 2002. In 2009, the NAAC re-accredited TISS and placed it in Grade 'A' with a score of 3.88 out of 4—the second highest amongst all universities accredited by NAAC until now.

TISS Mumbai hosts 9 Schools, 5 Independent Centres, and 3 Resource Centres as indicated below:

#### Schools

**School of Social Work** has 11 Centres - Community Organisation and Development Practice; Criminology and Criminal Justice; Disability Studies and Action; Equity for Women, Children and Families; Health and Mental Health; Social Justice and Governance; Livelihood and Social Entrepreneurship; Incubation of Social Work Initiatives; South Asia Centre for Studies in Conflict Peace and Human Security; and Learning and Teaching Support Network for Enhancement of Social Work Education and Practice.

**School of Development Studies** has 6 Centres - Study of Developing Economies; Public Policy, Habitat and Human Development; Study of Developing Societies; Population, Health and Development; Nutrition, Research Facility and Advanced Centre for Women's Studies.

**School of Management and Labour Studies** has 6 Centres - Human Resources Management and Labour Relations; Labour Studies; Social Entrepreneurship; Public Policy and Governance; Labour Market and Research Facility and Incubation Centre for Social Entrepreneurship.

**School of Health Systems Studies** has 6 Centres - Health and Social Sciences; Health Policy Planning and Management; Hospital Management; Public Health; India Health Observatory and Social Science Research Facility on HIV /AIDS.

**School of Habitat Studies** has 7 Centres - Urban Policy, Planning and Governance; Science Technology and Society; Water Policy and Governance; Climate Change and Sustainability; Jamsetji Tata Centre for Disaster Management; Geoinformatics Laboratory; and Urban India Research Facility.

**School for Media and Cultural Studies** has 3 Centres - Critical Media Praxis; Study of Contemporary Culture; and Media Archive and Resource Centre.

**School of Law, Rights and Constitutional Governance** has 2 Centres - Law and Society; and Nodal Centre for Excellence in Human Rights Education.

**School for Vocational Education** which will implement training programmes in different trades through partnerships with various industrial and service sectors.

**School of Education** has 2 Centres - Centre for Education, Centre for Higher Education and Research and Development of Indian Languages in Higher Education”

### **Independent Centres**

Centre for Lifelong Learning  
Centre for Human Ecology  
Centre for Research Methodology  
Centre for Studies in Sociology of Education  
Centre for Study of Social Exclusion and Inclusive Policies  
Resource Centres  
Computer Centre  
Publications Unit  
Sir Dorabji Tata Memorial Library

### **Student’s Support Services**

#### **Students’ Affairs Office**

The Students’ Affairs Office is the fundamental link between students, faculty and the administration of TISS. This office is headed by the Dean (Students’ Affairs). The purpose of the Office is to create a climate 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 to take full advantage of the academic or social environment here.

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 and yoga, as well as promoting cultural activities.

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 well-established committees for Student Aid, Gender Amity, Support Facilities for Students, Medical Health Services, and also a team of professional counsellors and male and female wardens — all coordinated by the faculty at TISS — form the backbone of this Office.

The Institute expects that all student 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.

### **Students' Union**

The Institute has a healthy tradition of electing a Students' Union by secret ballot. Returning Officers are appointed to oversee the process. Office bearers of the Union have been responsible students who have contributed to student life through their leadership. During critical periods, such as disasters and relief work, they have been at the forefront of volunteering for tasks as well as mobilising their colleagues.

### **Accommodation/Hostels**

Admission to the hostels is restricted to full-time, bonafide students. Hostel admission is not guaranteed. Deputed candidates, holding government accommodation in Mumbai (general category or SC/ST), will not be allotted hostel accommodation. Due to limited seats in the hostel, accommodation is not available for students who ordinarily reside in the Mumbai Metropolitan Region. Out-of-town students, who have close relatives in Mumbai, will also not be given hostel accommodation.

### **Dining Hall**

The Dining Hall (DH) serves both vegetarian and non-vegetarian meals. It is managed by the DH Committee with student representatives as members and with a member of the Faculty as its Chairperson. It is open for all the Master's degree students, M.Phil. and Ph.D. scholars, Institute staff, participants of all the short-term courses and seminars held at the Institute. The Dining Hall closes by 11.00 p.m. everyday. Default in the payment of dining hall charges will result in penalties and cancellation of dining hall membership and even hostel residence. Re-admission may be considered on payments of all dues as a fresh candidate. The Institute is currently working with the students to encourage them to take greater control of the management of the DH. Students on campus also enjoy a canteen facility which was initiated in June 2006. Keeping in with the overall ethos of the Institute, management of the canteen has been given to an NGO devoted to women's empowerment. The canteen is run by a self-help group of women rag-pickers.

### **Health Care**

Two Medical Officers are available at the Institute — one on every Monday, Wednesday and Friday from 4.00 p.m. to 6.00 p.m., and the other on every Tuesday, Thursday and Saturday from 4.30 p.m. to 6.30 p.m. The Institute provides free medical consultation service only. The medical officers also provide referrals as and when required. The programme is coordinated by the Coordinator (Medical and Counselling), who is a faculty member of the Institute.

### **Counselling Services**

Trained professionals provide counselling services from Monday to Saturday for 3 hours every day. The counsellors help the students in their day-to-day concerns and also enhance their overall functioning. A senior faculty member from TISS coordinates the Medical and Counselling services.

Workshops on topics relevant to increasing the capacities of the students are regularly conducted by the counsellors. 'Time Management', 'Stress Management', 'Building Emotional Resilience', and 'Enhancing

Inter-personal Relationships'. The Counselling Centre also has an established Peer-support Programme and provides training to student volunteers.

The counsellors also maintain a notice board where posters, charts and cartoons pertaining to various issues are exhibited. The e-mail facility is yet another medium of communication for the students and the counsellors wherein the students can write to the counsellors for appointments or ask for help. The counsellors use e-mails to communicate information about workshops, send articles, and even for follow-up with students needing frequent attention. This has evoked a positive response from the students.

### **Health Insurance**

The Institute has a Group Mediclaim and Group Personal Accident Insurance Policy for students, the details of which are hosted on [www.tiss.edu/insurance](http://www.tiss.edu/insurance). The premium for the same is to be paid at the time of paying the first semester and third semester tuition fees.

### **Sports and Recreation**

The M.K. Tata Memorial Gymkhana and Recreation Centre includes facilities such as gym, yoga, table tennis, carrom, badminton, etc.. An aerobics programme is being introduced from this academic year to encourage physical fitness activities amongst students.

The Gym is located on the first floor of the Gymkhana and is well equipped with the latest equipment. Gym training is conducted under the supervision of trained instructors (6.00 to 9.00 a.m. and 5.00 to 8.00 p.m. from Monday to Saturday).

Yoga programme is conducted every morning (7.00 to 8.00 a.m.) and evening (6.00 to 7.00 p.m.) from Monday to Saturday, at the ground floor of the M.K. Tata Memorial Gymkhana.

The Students' Union organises friendly sporting events (both outdoor and indoor), and the Annual Sports day is a much awaited day in the sports calendar for students, staff and faculty alike.

Cultural activities such as celebration of national holidays, the Spic-Macay music festival, food festivals, and the three-day 'TISS Cultural Fest — Quintessence' (fondly referred to as Quinty) — form some of the cultural highlights of life on the campus.

### **Location, Access and Communication**

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

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

### **Location Bus Routes**

From Dadar Station : 92, 93, 504, 506, 521 (all Ltd.)

From Chhatrapati Shivaji Terminus (CST): 6

From Bandra Station 352, 358, 505 (all Ltd.) and 371

From Kurla Station 362 and 501 Ltd.

**Taxi Fares (Approximate)**

Dadar to TISS : Rs. 140/-

CST to TISS : Rs. 220/-

Bombay Central to TISS : Rs. 175/-

Bandra to TISS : Rs. 100/-

Kurla to TISS : Rs. 60/-

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

Fax : 91-22-2552 5050

<http://www.tiss.edu>

## 2.2 Tuljapur Campus

### Introduction

Since its inception in 1987, the TISS “Tuljapur Campus” has been consistently responding to those vulnerable to natural and human-made calamities and the unjust socio-economic and political order. Its response to the Latur earthquake and its role in addressing the recurrent drought and its attendant effect on livelihood and dignity of people in Marathwada region bear ample testimony to this fact.

TISS “Tuljapur Campus” is actively engaged in promoting sustainable, eco-friendly and inclusive rural development through teaching, research, field action programmes, training and documentation. While the TISS “Tuljapur Campus” is treading the path towards higher education, its commitment to building the capacity of frontline workers, especially at the grassroots, and evolving alternative experimental action programmes aimed at livelihood, social entrepreneurship and institution-building has assumed greater significance. Organisation of people, promotion of gender equity, application of appropriate technology, communication of new techniques for agricultural and non-agricultural workers, and rural-based research in social work and social sciences are some of the strategies adopted by TISS Tuljapur to be bold, different and responsive.

In order to meet the growing need for trained professionals to work at grassroots level, TISS “Tuljapur Campus” started a Bachelor Degree in Social Work in the year 2004. As the need for academically and professionally competent personnel to work for the transformation of Rural India was keenly felt a new Post-graduate programme in Social Work with Specialization in Rural Development was started in 2010. In the academic Year 2012-2013 the 5-Year Integrated Programme in Social Sciences was introduced along with the PG Diploma in Water, Sanitation and Hygiene (WASH), perhaps the first full-time teaching programme of its kind in the country launched with support from UNICEF. The Campus will also offer an Intergrated M.Phil/PhD Programme and Direct PhD Programme in Rural Development.

The teaching and academic programmes are well blended with field learning, supported and facilitated by development partners and people’s institutions. The field learning activities not only help the students enhance their sensitivity to social realities, but also provide different lenses to see the linkages between theory and practice in a praxis mode. Application and use of diverse pedagogical methods—lecture, seminar, case study, group work, workshops, simulation exercises, etc, enrich the entire learning process for both students and teachers.

Inclusive rural development, focusing on primary education, health care, livelihood and governance, water, market and micro-planning, has been identified as the focal theme for research at TISS “Tuljapur Campus”. In all our endeavours to create a strong teaching and research culture, we keep asking two critical questions, (i) what is ‘rural’ about rural campus? and (ii) what is ‘social’ about social sciences? The search for answers to these questions finds expression in the form of public lectures delivered by eminent scholars, the dialectical classroom learning and the exploratory engagement with the development practitioners, activists, and the rural communities.

A perspective planning (visioning) exercise was undertaken to look at the vision for TISS “Tuljapur Campus” by 2020. This exercise helped us see TISS “Tuljapur Campus” actively engaged in multi, inter and trans-disciplinary academic programmes, M. Phil./Ph.D. in rural development and allied fields through widening the knowledge network for creating a strong learning alliance.

## **Vision**

To be a premier and a unique campus of TISS, recognised locally and globally for development and application of knowledge in social sciences and social work, to develop alternative and sustainable models for social transformation based on the principles of human dignity, equity and inclusion.

## **Mission**

- To create a cadre of competent and committed development professionals, practitioners, teachers, researchers and activists through teaching, research, training and field action.
- To be a responsible knowledge partner with government, people's organisations and academic institutions for building capacity, contributing to policy formulation and reaching out especially to marginalised sections of the society at the local, regional, national and international levels.

## **Field Action Projects**

The field action Projects (FAPs) undertaken by TISS "Tuljapur Campus" provide enough opportunities to be socially responsible and responsive, and also challenge and question the relevance of theoretical approaches and strategies to create and accelerate the process of social transformation. Currently, the FAPs focus on agriculture based livelihood, rain water harvesting and watershed development, organising NT/DNT communities to promote and protect their rights and dignity, sensitising the rural youth to discover their role and responsibility in local governance and nation building and building people's institutions for the effective implementation and monitoring of development and welfare schemes at the Panchayat level.

## **Student's Support Services**

The following student support services are provided at TISS – "Tuljapur Campus".

### **Students' Welfare Office**

The well being of students is central to the life of Tuljapur TISS Campus. In order to enable the students to meet their academic and leadership challenges and psycho-social needs, a separate office has been set up. The Students' Welfare Office acts as a link between students, faculty and staff. It strives to provide an enabling environment so that the students are able to manage their own affairs independently with high level of responsibility, accountability, mutual respect and tolerance. However, all possible support is provided to the students to develop problem-solving skills and help them take full advantage of the academic, social and the rich ecological environment that exists in "Tuljapur Campus".

The Office also looks into the physical and mental well-being of students through services such as counselling, sports and games, gym and promoting cultural activities.

Maintaining tolerance and respect for cultural diversity and plurality is an essential cornerstone of student life at Tuljapur TISS Campus. Several well-established committees for Student Aid, Gender Amity, Support Facilities for Students, Medical Health Services, and also a team of professional counsellors and male and female wardens — all coordinated by the faculty at Tuljapur TISS — form the backbone of this Office.

It is expected that all student members of this 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.

### **Students' Affairs (Empowered Committee)**

An Empowered Committee is constituted at TISS "Tuljapur Campus" to deal with matters related to students' discipline arising out of violation of institute rules and regulations. This Committee consists of a Chairperson, Co-ordinator (Students' Affairs, the Wardens of the Hostels, Chairperson of the Social Protection Cell, two student representatives from their respective class (Girls and Boys), and an Administrative Officer as Convener. This Committee will be responsible for hearing complaints of breach of rules and the decision made by this Committee will be final and will be implemented in full. Parents may feel free to contact the above Committee during their visit to the campus.

### **Accommodation/Hostels**

In order to promote group living and learning, dormitory type accommodation is provided by the Institute. Admission to the hostels is restricted to full-time, bona-fide, Bachelor's and Master's degree students. However, accommodation assistance is provided to full-time, bonafide, Integrated M.Phil-PhD and Direct PhD students. The hostel gates get closed by 12.00 p.m. Students are strictly prohibited from alcoholic drinks, smoking and consuming any type of tobacco products in the hostel as well as within the Campus. If any student is found guilty of this, he/she shall be expelled from the programme.

**At present, the hostel building is under construction; we will arrange to facilitate the scholars for accommodation in nearby town.**

### **Dining Hall**

The Dining Hall serves both vegetarian and non-vegetarian meals. It has been run on a no profit and no loss basis and has been managed by the Dining Hall Working Committee and Dining Hall Management Committee with student representatives as members and with the support of faculty and staff. The Chairperson of the Dining Hall Management Committee is a faculty and the Dining Hall Working Committee is chaired by a student representative.

It is open for all the students, staff, participants of all the short-term courses/training programmes and seminars held at Tuljapur TISS Campus. Default in the payment of dining hall charges will result in penalties and cancellation of dining hall membership and even hostel residence. Re-admission as a fresh candidate may be considered on payments of all dues. The Dining Hall is closed by 9.00 PM every day. Recently, a canteen has been started to cater to the needs of the students, faculty and staff.

### **Library**

The Institute has a well equipped Library with relevant books for the Programmes offered. Access to the Library is free for Tata Institute of Social Sciences Members, TISS Students, Faculty & Staff. The Library has set up an Institutional Repository that provides access to Faculty Project Reports, Compendium, Electronic Books, Question Bank, Thesis & Dissertation. Digitization facilities, Access to Electronic Resources, Online Public Access Facility, Cyber Library and Software for visually challenged are also available in the Library

## **Computer Centre**

A well setup, furnished and maintained Computer Centre provides the institute the support for IT enabled services. Information Technology facilities in the Institute are supported by the Computer Centre including Software Development, Server Management, Network Management, routine backups, support training and procurement. The Centre also manages the Wi-Fi environment available to the inmates of the Campus.

## **Health Care**

The institute has appointed a Medical Officer at “Tuljapur Campus”. Her services are available from Monday to Saturday from 10.00 am to 9.00 p.m. The Institute provides free medical consultation service only. The medical officer also provides referrals as and when required. Round the clock Ambulance Service is available to attend serious and emergency cases.

## **Counselling Services**

The TISS “Tuljapur Campus” has a Counselling Centre (CC). There is a full- time trained professional Counsellor to provide counselling services in the Campus. The counsellor helps the students with their day to day concerns as well as catering to their overall well being. The CC conducts workshops regularly on topics relevant to increasing the capacities of the students viz; “Time management”, “Stress management”, “Building emotional resilience, “Dealing with relationship issues” and “Enhancing inter-personal relationships”. The counsellor also works in collaboration with the Career Guidance and Placement Cell in preparing the students for placement interviews.

The CC maintains a notice board where posters, charts, write-up, useful information and cartoons pertaining to various psycho-social issues are exhibited. The email is yet another medium of communication for the students and the Counselling Centre wherein students can write to the counsellor for appointments or asking for help. The email service is also used to inform students about workshops, to send articles and even communicate for follow ups.

## **Health Insurance**

The Tuljapur TISS Campus has a Group Mediclaim and Group Personal Accident Insurance Policy for students, the details of which are hosted on [www.tiss.edu/insurance](http://www.tiss.edu/insurance).

## **Sports, Music and Recreation**

The TISS “Tuljapur Campus” is fully equipped along with the infrastructure for several out-door sports like football, basketball, cricket, badminton, volleyball, kho-kho etc. Indoor games like table-tennis, Carom, Chess are also available for the students. All Sports and Gym activities are conducted under the guidance and supervision of a qualified and experienced Physical Instructor appointed at Tuljapur TISS Campus. There is a three storey Gymkhana Building in “Tuljapur Campus”. The Gym is located on the ground floor of the Gymkhana Building and is well equipped with all the latest equipments.

The students organise friendly sports and games (both outdoor and indoor) and the Annual Sports Day is a much awaited day which is organised by the sports committee. A separate music room equipped with various musical instruments has been made available for the students. Interested students can learn music under the supervision of trained/competent musicians.

There is an Amphitheatre with seating capacity of 500 students where students organise cultural activities, debates, film shows, academic discussions etc.

**\*Rules and Regulations and details regarding each of these support systems are available in the STUDENT HANDBOOK provided to the students at the beginning of the Course.**

## **Location, Access and Communication**

### **Location**

The “Tuljapur Campus” of the Tata Institute of Social Sciences is situated on the North-West hills of the Tuljapur town on Apsinga Road. Tuljapur town is in Osmanabad district of Marathwada region in Maharashtra. It is spread across on 100 acres of land filled with numerous varieties of trees, plants and birds. The Campus is situated on hill plateau and at its one end, there is a valley (Ramdhara Dam) and at its other end, there is forest cover. One can find rare species of birds, peacocks, rabbits, and deer in this picturesque environment.

### **Access**

It is on the National Highway No. 211. State Transport buses from Mumbai, Aurangabad, Sholapur, Pune, and other cities (and buses from Karnataka and Andhra Pradesh) pass through Tuljapur town. The nearest railway stations are Osmanabad and Sholapur. Most trains from Mumbai and Pune towards the south pass through Sholapur. Some of the major trains are: Siddeshwar Express, Udyan Express, Konark Express, Karnataka Express, Hutatma Express, Jayanti Janata Kanyakuamari Express, Chennai Express, Hussain Sagar Express, Kurla Coimbatore Express, etc.

### **Postal Address Tata Institute of Social Sciences**

“Tuljapur Campus”, Apsinga Road,

P.B. No. 9,

Tuljapur-413 601,

District - Osmanabad,

Maharashtra, India.

Tel. No : 09270105222 /23 /24 /25 /26 Fax No : (02471) 242061

E-mail : [info.srd@tiss.edu](mailto:info.srd@tiss.edu)

Website : [www.tiss.edu](http://www.tiss.edu)

## 2.3 Hyderabad Campus

### Introduction

#### “Converging Excellence with Relevance”

At the invitation of the Government of Andhra Pradesh (GoAP), TISS agreed to set up a campus in Hyderabad. TISS is in the process of setting up a 100 acres campus, scheduled to be ready by mid 2015. The institute’s plans for developing the campus on 100 acres land in Kothur Mandal, Mahbubnagar reflects the values of the Institute through an effort to ensure that it has a warm and welcoming environment for young people. Its construction is planned such that considerations of ecological sustainability, energy use, green cover, water use and reuse and disability access is taken into consideration.

TISS is currently operating out of two campuses, one in AMR-APARD, Rajendra Nagar, and the other in Roda Mistry College of Social Work, Gachibowli. The campuses are located close to one another and are both equipped to offer academic programmes till the TISS Hyderabad campus in Kothur Mandal is constructed.

Students have been accommodated in well equipped hostels in and around the APARD and Roda Mistry campuses. All services for students such as internet access through wi-fi enabled hostels, class rooms and campus, canteen, visiting doctor, English language communication, academic writing skills, play and group work spaces have been created.

### Vision

TISS Hyderabad is envisioned as an institute of global standards, committed to fostering high quality education, research and outreach that can contribute to building just, peaceful and secure societies.

In keeping with the vision of TISS, the institute at Hyderabad nurtures excellence in knowledge production and sharing that explores fresh ground in defining social sciences and its relevance in building human service professionals on the one hand and strengthening people’s knowledge, right to education and ecologically sustainable livelihoods on the other.

TISS-Hyderabad has a key idea of converging excellence with relevance.

### Mission

The Hyderabad campus is working towards its vision by

- Creating an institution of excellence in higher education in social sciences that offers a high quality learning environment for national and international students and scholars
- Building new knowledge with strong basic and grounded research and practice
- Strengthening research and practice skills in planning, policy making and programme management at all levels of governance structures

### Objectives

- Create an institution of global excellence in higher education in social sciences with a learning environment friendly to local communities, national and international students and scholars.

- Facilitate knowledge generation in applied and trans-disciplinary social sciences in a pluralistic learning environment with students and scholars, particularly from the South Asian region as well as global South and North.
- Generate knowledge that respects people's living wisdom and experiential knowledge, particularly rural women, youth and marginalised groups; and builds their capacities through knowledge hubs.
- Generate critical knowledge on decentralised governance and citizenship rights and entitlements; inclusive growth and entrepreneurship among marginalised people; rapid expansion of welfare and development; and mitigation of conflicts.
- Demonstrate innovative programmes realising right to education, ecologically sustainable livelihoods and entrepreneurship models; and
- Facilitate multi-stakeholder dialogues on policy, enabling informed debate and decisive action for inclusive growth, social justice, resource conflicts and other emerging areas of critical importance.

### **Organisation Structure**

TISS Hyderabad came into being with the approval of the Academic Council and the Governing Board of the TISS. Hence the governance and functioning of the campus abides by the Institute's philosophy, mission and values set out under the guidance of the Governing Board and Academic Council. The registration under Societies' Registration Act and Public Trust Act of the Tata Institute of Social Sciences are valid for TISS Hyderabad as well. TISS, Mumbai provides oversight to matters of admission, instruction, and evaluation of TISS Hyderabad programmes and confers TISS degrees.

The Director of TISS, whose position is equivalent to that of the Vice-Chancellor of a University, is the academic and administrative head of all the institutes of Tata Institute of Social Sciences. A Senior Professor holding the position of the Deputy Director, equivalent to a Pro-Vice Chancellor of a University, heads TISS Hyderabad.

The Governing Board is the highest authority of the Institute. Its members include the nominees of the Central Government, State Government, the University of Mumbai, the UGC, and representatives from the TISS faculty. The Chairperson of the Governing Board has functions similar to that of the Chancellor of a conventional university. The statutory bodies like the Governing Board, Academic Council, Research Council, Finance Committee and Building Committee are the same for TISS Hyderabad.

TISS Hyderabad is recognized by the University Grants Commission as an off-campus of TISS Mumbai, through due notification.

### **Current Collaborations & Activities**

- TISS has entered into a Memorandum of Understanding (MoU) with the Andhra Pradesh Academy of Rural Development, Hyderabad, to offer courses and undertake collaborative work in 2009. A 3-month Certificate course in 'Rural Development and Decentralised Planning (RD & DP)', carrying 24 credits (360 hours) has been designed and has been delivered since 2009 to four batches of predominantly government functionaries from the Rural Development, Panchayat Raj departments; functionaries from the NGO sector and young graduates interested to work in the rural sector.
- TISS has entered into a MoU with Osmania University in 2010 to strengthen social sciences education and carry out collaborative research.

- TISS has entered into a MoU with Azim Premji Foundation in 2011 to facilitate the promotion of initiatives in the field of Education, Research and Technical interchange in all areas of institutional activities. The Azim Premji School of Education has been set up with financial support from the Foundation. Faculty recruitment and commencement of academic work in preparation for the new academic programmes began from mid June 2011.
- TISS has a collaboration with Keele University, UK. TISS Hyderabad and Keele University are recipients of the UKIERI grants (2012-2014) for Student Mobility and Innovations in International Outreach Social and Legal Methodologies in Research and Education.

## **Academic Programmes**

TISS Hyderabad offers a number of teaching programmes at the Bachelors, Masters and M.Phil. and Ph.D. levels that are located at inter-disciplinary areas that integrate cutting-edge conceptual, theoretical and knowledge base as well as application and problem-solving abilities.

TISS Hyderabad has been offering the following academic programmes:

1. Masters in Rural Development and Governance
2. Master's in Education
3. Masters in Public Policy and Governance
4. Integrated Programme in Social Sciences (with BA & MA degrees)
5. Integrated M.Phil. and Ph.D. in Women's Studies
6. Integrated M.Phil. and Ph.D. in Education
7. Ph.D. in Social Sciences
8. Ph.D. in Women's Studies

In the academic year 2014-15, TISS Hyderabad will offer 5 Masters programmes through the Common Entrance Test (CET):

1. Master in Rural Development and Governance
2. Master in Public Policy and Governance
3. Master in Development Studies
4. Masters in Women's Studies and
5. Masters in Education

## **Schools and Centres**

The Institute currently has the following Schools that have commenced work

1. Azim Premji School of Education
2. School of Livelihoods
3. School of Policy and Governance

## **Library & E-Resources**

The effort to establish a well-equipped library at TISS, Hyderabad has already begun. More than 4000 books are available and many more books are being procured. The availability of the books is linked to the teaching programmes that the Institute is introducing. As a result the library collection includes books pertaining to the areas of History, Sociology, Economics, Political Science, Psychology, Education, Women's Studies, Mathematics, Science, Language, Literature and Development. Additionally, the library houses books and back volumes of journals donated by individuals and institutions.

Together with the effort to set up a full library on its premises, the Institute has also initiated the process of setting up collaborative arrangements that will enable students of TISS Hyderabad to access the library resources of other Universities and institutes in the city. Access to the e-resources of the TISS Mumbai library is also available to all students. The library has reading area as well as computer browsing facilities at the APARD and Roda Mistry campuses.

## **Student's Support Services**

### **Student's Affairs Office**

The Students' Affairs Office takes care of all the student requirements on the campus. There is a Students Committee with representatives from each programme and each hostel and representative for Literary, Cultural and sports activities.

### **Hostel and Dining Facilities**

Students are provided shared accommodation in hostels close to the campus. Transportation facilities are provided for the students to commute to and from the campus. Students are provided all their meals if they pay fees as hostellers.

### **Health Care Facility**

A visiting Doctor to the APARD campus is available for consultation during working hours. After working hours in case of any emergency students are treated at the hospitals that are covered through the Health insurance scheme. Counselling Services are also available.

### **Sports and Recreation Facilities**

The campus does not have designated recreation facilities yet, but students are provided opportunities for learning Yoga and exercise in a gymnasium.

### **Location , Access and Communication**

Address : Tata Institute of Social Sciences,  
II Floor, S.N.Sankaran Block, AMR-APARD Campus,  
Rajendranagar, Hyderabad-500030, INDIA.

Phone Nos. : 91 40 24017701/2/3

Cell No : 08096867071

Email : [tisshyd@tiss.edu](mailto:tisshyd@tiss.edu)

## **2.4 Guwahati Campus**

### **Introduction**

The TISS has intensified its work in the North-Eastern States over the past 10 years, and after consultation with eight State Governments agreed to set up North Eastern Region campus in Guwahati in 2010. While it currently operates from an interim campus in Guwahati city, the Government of Assam has allotted land for the permanent campus within Assam Engineering College. The infrastructure development is being funded by the Ministry for Development of North Eastern Region (DONER), GoI.

Within the unique and complex realities of the North-East, TISS Guwahati aims to contribute systematically to the various development processes. The Guwahati campus has got a team of highly accomplished faculty engaged in teaching and research.

### **Vision**

The Vision is to develop the TISS Guwahati Campus as a world class social sciences institution and to create human resources and knowledge contributing to build just and peaceful societies across the North-Eastern States.

### **Mision**

The Mission of TISS Guwahati Campus is to commit its resources to professional education and training of human service professionals, social science research, capacity building of local institutions, and collaboration with universities across the world, knowledge sharing through networking and linking of think tanks and offering consultancy services.

### **Geographical Mandate**

- Guwahati Campus will cover the following states: Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.
- While the main campus will be located in Guwahati, each of the other seven states will have a centre to undertake training, research and outreach programmes.
- As per the agreement with the Ministry of Development of North-Eastern Region (DONER), 66% of seats of seats reserved for students from eight North-East States
- The TISS Guwahati Campus will collaborate with other universities and institutions in India and other countries to meet its objectives.

### **Specific Objectives of the Guwahati Campus**

- Teaching: Provide high quality professional education in the inter-disciplinary areas of Environmental, Habitat, Social, Health and Management Sciences at the undergraduate, post-graduate and doctoral levels
- Research: Create strong research capability in the region to generate cutting-edge knowledge in sustainable development, climate change, conflicts, peace and security, public health, public policy, governance and other areas of concern for the region
- Capacity Building of Government and civil society personnel

- Demonstrate innovative approaches to social entrepreneurship, sustainable development, skill development; disaster risk reduction, work with children, women, elderly and other groups and issues
- Collaborate with universities, institutions and groups in the NER to strengthen and facilitate teaching, research, training and knowledge dissemination work
- Facilitate debate on critical aspects of transformation in economy, society, culture, and environment through seminars, conferences, and roundtables, involving the State and non-State parties

LOCATION, ACCESS AND COMMUNICATION:-

Address : 14 A, Bhuban Road, Uzan Bazar, Guwahati- 781001, Assam

Phone No. : 91-361-2510342/ 2736765/ 2736536

Fax : 91-3614210423

### 3. Research focus of Schools

The broad list of research interest of research supervisors within Schools and Independent Centres are as follows: -

**School of Habitat Studies** focuses on providing a comprehensive response to the knowledge-related needs of the habitat sector, where the term habitat is interpreted in a broad and general sense. It focuses among other issues, on present and future vulnerabilities of the poor and marginalised in particular and its work is always informed by an equity and justice based perspective. The work of the School and its Centres is transdisciplinary in character and includes several areas of the social sciences and the natural and engineering sciences as relevant to the subject of study. The School offers four Master's Degree programmes: Urban Policy and Governance, Climate Change and Sustainability Studies, Water Policy and Governance and Regulatory Governance.

The School has under it four Centres:

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

#### **Research Areas:**

The School conducts research in several areas related to its fields of specialization including (but not limited to):

*Urban Policy and Governance including Planning, Urban Development, Housing, Infrastructure, Urban Environment.*

*Natural Resource Politics, Governance and Law. Sustainability and Public Policy.*

*Climate change studies including climate policy, vulnerability and adaptation and energy policy. Aspects of water policy*

*Various aspects of regulatory governance.*

*Science, technology and innovation studies and policy.*

***For admissions in the year 2014 the School will be specifically looking for students interested in the areas related to urban policy and governance and in aspects of natural resource governance.***

**School of Health Systems Studies** prepares students to take up leadership roles in the fields of health and hospital administration and public health. The School carries out high quality policy research on a range of health issues with a view to support evidence-based national health policy and programme planning. The School is also involved in designing need-based, health-related interventions and building capacities of health and allied professionals to promote and support research, action, advocacy and policy relevant work on health. It offers 4 Master's programmes in Health Administration, Hospital Administration, Public Health in Health Policy, Economics and Finance, and Public Health in Social Epidemiology; and 3 diploma programmes in Hospital Administration, Health Administration and Public Health Practice.

The School has 4 centres.

- **Centre for Health and Social Sciences**
- **Centre for Health Policy, Planning and Management**

- **Centre for Hospital Management**

- **Centre for Public Health**

**Research Areas :**

*Health systems Health Policy*

*Health Services*

*Administration*

*Hospital Administration*

*Public Health*

*Epidemiology and interdisciplinary research related to health and social sciences*

*Public health policy*

*Social Policy*

*Primary health care and social determinants of health*

*Social Security*

*Mental Health*

*Reproductive health and HIV/AIDS*

*Elderly Research*

*Public Private Partnerships in Health*

*Economic impact of illness*

*Health policy analysis*

**School of Management and Labour Studies** has a mission to provide quality human service professionals for a variety of stakeholder groups in the development process. The School has diversified to develop innovative teaching and research programmes that address wider social issues and realities with a special emphasis on the marginalised and vulnerable groups. It offers 3 M.A. programmes in Human Resources Management and Labour Relations, Globalisation and Labour, and Social Entrepreneurship; and an Executive Diploma programme in Human Resources Management. It is involved in research, training and consultancy undertaken through 5 Centres:

- **Centre for Human Resources Management and Labour Relations**
- **Centre for Labour Studies**
- **Centre for Social Entrepreneurship**
- **Centre for Social and Organisational Leadership Development**
- **Centre for Public Policy and Governance**

**Research Areas:**

*Labour Market*

*Decent work*

*Social Entrepreneurship*

*Micro Finance*

*Leadership*

*Networks in Knowledge*

*Employer Branding*

*Industrial Relations*

*Corporate Governance*

*Organisational Development and Change*

## *Organizational Behaviour*

**School of Rural Development:** Since its inception in 1986, TISS Tuljapur Campus has been actively engaged in people-centred action research contributing to policy formulation and developing alternative sustainable models for rural development. Currently, this campus offers MASW in Rural Development and a 5 year integrated programme in Social Sciences. *It also offers a PhD programme.* In the next academic year (2013-2015), the MASW in Rural Development will have three specializations, viz., Social Entrepreneurship, Livelihood and Governance and Development Policy, Planning and Practice. It is also proposed to offer more Inter and trans-disciplinary Master's programmes later. *It has started a PGDWASH programme in 2013.*

### **Proposed Research Areas for the M.Phil and Ph.D. Programme at SRD, TISS, TC:**

*Tribal Development*

*Globalisation*

*Developmental Social Work*

*Communal Harmony, Peace and Violence*

*Marginalisation and Identity*

*Anthropology of Religion*

*Disability*

*Community Organisation and Development Practice*

*Social Entrepreneurship*

*Development Communication;*

*Local Governance*

*Natural Resources Management*

*Social Movements and Social Action*

*Human and Institutional Development*

*Rural and Inclusive Marketing*

*Public Health Management*

*Sanitation and Hygiene*

*Disaster Risk Reduction*

*Maternal and Child Health*

*Sociology of Caste*

*Ethnography*

*Peasant Studies*

*Communicable and Non-Communicable Diseases*

*District and Micro Planning*

*Urbanization and Development*

*Regional and Rural Development*

*Gender Issues*

*Environment and Development*

*Minorities & Development*

*Dalit and Development*

*Land and Water Management*

*Development, Policy and Governance*

*Water, Sanitation and Hygiene*

*Community-led environment management*

*Human-wildlife conflict*

*Women Entrepreneurship & Skill Development*

*Corporate Social Responsibility (CSR)*  
*Rural Finance and Development: Financial Inclusion, Micro Finance*  
*Non-Governmental organizations and Development*  
*Information, Communication Technology (ICT) and Development*  
*Issues related to Denotified and Nomadic tribes*  
*PRIs and Governance*  
*Common property resources*  
*Migration, Employment and Development*  
*Land, Water, Forest and Tribals*  
*Agrarian Relations, unorganised labourers*  
*Food Security and agriculture*  
*Water governance*  
*Sociology of dispossession, Sociology of Rural Development*  
*Economics of organic farming*  
*Adivasi Culture and Society*  
*Dalits and Land Rights*  
*Politics and History of Science and Technology*  
*Ethnic Conflicts in South Asia*  
*Democracy and Governance in South Asia*  
*Human Rights*  
*Maoism/Naxalism in India*  
*Livelihood and Food Security*  
*Institutional Development*  
*Planning and Rural Development*

**School of Development Studies:** School of Development Studies seeks to build core competence in the field of development studies through academic and policy research. It focuses on the implications of development specifically on the excluded and marginalized communities. Formed out of the erstwhile Centre for Development Studies, the School now has 6 centres, which also includes the Advanced Centre for Women Studies. The School has also set up a Research Facility on Nutrition to undertake collaborative and applied research, advocacy, and education focused on food systems and community nutrition to further the realisation of sustainable food security of all.

- **Centre for Study of Developing Societies**
- **Centre for Study of Developing Economies**
- **Centre for Public Policy, Habitat and Human Development**
- **Centre for Population, Health and Development**
- **Centre for Social Theory**
- **Advanced Centre for Women Studies**

Teaching: SDS offers 2 MA programmes: MA in Development Studies and MA in Women Studies; and an M. Phil and Ph. D. programmes in Development Studies and Women's Studies.

**Research Areas :**

*Demographic Transition*  
*Migration and Urbanisation*  
*Ageing and Development*  
*Economic Anthropology*  
*Anthropology of State*  
*Caste, Tribe and Religious Identities*

*Forest, Land and Sea*  
*Modernity and Modernisation of India*  
*Kevalam*  
*Public Welfare Institutions*  
*Gender and Labour*  
*Social Movements*  
*Sexuality Studies*  
*Violence against women*  
*Feminist Peace Studies*  
*Socialisation and Gender*  
*Issues of Sexuality and Women*  
*Feminist Methodology*  
*Feminist Critiques of Science and Technology*  
*Queer Studies*  
*Feminist Gerontology*  
*Transnational Migration*  
*Gender and Mental Health*  
*Disability Studies*  
*Identity Politics*  
*Nationalist Discourses and Gender*  
*Feminist Research Methodology*  
*Identity Studies (Gender Cast and tribe)*  
*Questions of Representation and Power*  
*History of the Malayalam Speaking Region*  
*Production of Regional Language Material in Women's Studies*  
*Women and Work (Dalit Women)*  
*Gender and Migrant Communities*  
*Gender -Based Violence and its Background*  
*Caste and Patriarchy*  
*Counselling*  
*Communication*  
*Relationships*  
*Parenting*  
*Child Custody*  
*Youth*  
*Old Age*  
*Urbanization*  
*Health*  
*Family*  
*Marriage*  
*Network with NGOS*  
*Spirituality*  
*Social Movements*  
*Gender and Social History*  
*Violence against Women*  
*Citizenship Women and Law*  
*Gender and Culture*  
*Gender and Caste*  
*Dalit Women and Identity Politics*  
*Fiscal Federalism*  
*State and Local Finance*  
*Regulatory State*  
*Public Private Partnership*

*Public Choice*  
*Institutions and Development*  
*Financial Inclusion and the Public Sector*  
*Government Subsidies and Income Support Programme for Poor*  
*Social Security and Social Insurance*  
*Women and Work*  
*Economics of Health and Education*  
*Development Concerns of Odisha*  
*Micro Medium Small Enterprises*  
*Financial Inclusion and Rural Livelihoods*  
*Commodity Markets In India*  
*Women and Poverty in India*  
*Informal Sector in India*  
*Agricultural Policy in India*  
*New Economic Policies and Livelihoods*  
*Rural Banking*  
*Micro- Credit*  
*Banking and Financial Reforms in Developing Countries*  
*India's Growth and Development Experience*  
*Structuralist Development Economics*  
*Heterodox Macroeconomic Theory*  
*Rural Household Incomes*  
*Income and Socio-economic Inequalities*  
*Livelihoods, Livelihood Diversification*  
*Access to Land, Land Relations*  
*Indian Agriculture*  
*Statistical Data Systems in Rural India*  
*Political Theory with focus on idea of Justice*  
*Politics & Policies in India*  
*Comparative Politics*  
*Alternative Development & Communitarian Critique*  
*State & Democracy*  
*Civil Society & Social Movements*  
*Global Governance & Cosmopolitanism*  
*Political Violence & Ethnic Conflicts*  
*Design & Performance of Policy Institutions*  
*Welfare Policies such as MGNREGA/NRLM*  
*Transparency & Accountability*  
*Decentralization and PRIs*  
*Monitoring and Evaluation Practices in Development*  
*Urbanization and Development*  
*Muslims and Development*  
*Environment and Development*  
*Trial Studies*  
*Ethnography and Ethnographic Research on Development*  
*Culture and Development, Cultural Resistance*  
*Social Conflict*  
*Quality of work-life of IT Professionals*  
*Sez- Policy Debate Development Visa Viavis Dis placement*  
*Urban Poverty and Crime Scenario in Contemporary India*  
*Issues of Urban Poverty, Globalization Sustainability*  
*The Re-emergence of Nativism, Regionalism – Issues of Uncontrolled Migration in Mumbai*  
*Naxalism/Maoism*

*Agrarian Structure*  
*Caste, class and ethnicity*  
*Disability Studies*  
*Social Theory*  
*Morxium*  
*Rural Politics*  
*Decentezelization*  
*Non-taxer Sector*  
*Social Movement*  
*Orientalism*  
*Post Modernism*  
*Selfhood, Pathology and Well-Being*  
*Health, Livelihoods and Environment*  
*Liberalism, Justice and Freedom*  
*Sociology of Organisations*  
*Urban Sociology*  
*Gender and Masculinities*  
*Qualitative Research Methodology*  
*Violence*  
*Governance and Ethnographics of the State*  
*Nutrition*  
*Nutrition Programmes*  
*Food Security*  
*Health*  
*Primary Health Care Services*  
*Sexuality and Reproductive Health*  
*Children*  
*Adolescents and Youth – Issues*  
*Tribal Health and Development*

**School of Social Work** engages in social work education, building social work knowledge and praxis through a range of ideological stances interwoven with values of social justice, rights and entitlements simultaneously appreciating differences and inter-sectionalities created through categorical imperatives of caste, class, gender, ethnicity and faith. It offers dynamic and socially relevant programmes at the Doctoral, Master's and Certificate levels. It also identifies new areas for social work practice and evolves innovative practice strategies through field based research and field action projects. The practical realms of social work decode ideologies and ethics in arenas of interventions or fields of practice including public and mental health, communities and development practice, social and ethnic conflicts and processes of peace building, livelihoods and social innovation, environment, families, disability, tribal and indigenous groups, dalits, and differential population groupings including women, children etc.

The School has 11 Centres:

- **Centre for Community Organisation and Development Practice**
- **Centre for Criminology and Justice**
- **Centre for Equity for Women, Children and Families**
- **Centre for Disability Studies and Action**
- **Centre for Health and Mental Health**
- **Centre for Social Justice and Governance**
- **Centre for Livelihood and Social Innovation**
- **South Asia Centre for Studies in Conflicts, Peace and Human Security**
- **Centre for Environment, Equity and Justice**

- **Learning and Teaching Support Network for Enhancement of Social Work Education and Practice**
- **Centre for Incubation of Social Work Initiatives**

Research Areas include:

*Social work education, ideologies, perspectives and practice,  
 Issues of social exclusion and marginalisation  
 Displacement, forced migration and rights of vulnerable communities  
 Informal sector, Child labour, children and youth in conflict with the law  
 Rural and tribal development and Local self-governance  
 Urbanisation, urban development  
 Dalits and Tribals and issues of development, entitlements and rights  
 Disability social work  
 Therapeutic interventions with individuals, groups and families  
 Mental health, mental illness and related issues  
 Sexualities, Sexual minorities, Reproductive and sexual health,  
 Disasters and mental health,  
 Child and adolescent mental health  
 Gender based violence  
 Issues related to youth development, ageing, gender, caste and communal conflict  
 Ethics, human rights and social justice  
 Health of vulnerable groups  
 Conflicts and Peace Processes  
 Livelihoods, Social Entrepreneurship and Sustainable development  
 Management of voluntary organizations and resource mobilization*

**School of Media and Cultural Studies:** is engaged in media teaching, production, research and dissemination. A unique feature of the School is the close linkage between the technical and academic areas of its work. The work of the School straddles both realms, thus facilitating a synergy between research, teaching and production, all of which are informed by a keen sense of connection with local subaltern cultures of resistance and invention. The Centres of the School engaged in research guidance are Centre for Critical Media Praxis (CCMP), which focuses on media practice and theorising on practice and Centre for the Study of Contemporary Culture (CSCC). Cultural Studies in the Indian context is a diverse cross-disciplinary field that engages in an impassioned way with contemporary social political, historical and economic contexts reflecting on questions of ideology, identity, power, and discourse.

**Research Areas :**

*Cultural Studies  
 Semiology  
 Critical Theory  
 Audience Reception Studies  
 Documentary Film  
 Censorship  
 New Media  
 Film and Television Studies  
 Gender and Sexuality  
 The Middle Classes and Consumption  
 Gender and Public Space*

*Gendered Media Cultures*

**School for Law, Rights and Constitutional Governance** was established in May 2012 with two centres:

- **Centre for Law and Society**
- **Nodal Centre for Excellence in Human Rights Education**

**Research Areas:**

*Access to justice*

*Human Rights*

*Social Legislation*

*Laws & Rights of Women, Children, Disabled and other Vulnerable groups Law Reforms*

## 4. Research focus of Independent Centres

**Centre for Lifelong learning (CLL)** earlier known as Department of Extra Mural Studies was established on February 15, 2006, and is an independent Centre of the TISS. It was initiated with the objective of providing training for adult learners in the areas of expertise in the Institute. The Centre caters to two kinds of adult learners: (a) The professional groups getting trained for their continuing education and (b) the general population from diverse backgrounds who are outside the formal education system or those who have not had the opportunity to access formal education system and want to access training or goal-oriented short-term vocational programmes. Towards this goal, the Centre offers Diploma programmes in Gerontology, Counselling, and need based short term training and workshops. The Centre focuses on the thematic areas of Gerontology and Youth through research and outreach programmes.

### **Research Areas :**

*Adult and Lifelong Learning*

*Pedagogy of Training and Facilitation (Educational Technology)*

*Gerontology (Work with Older Adults)*

*Youth Development and Change*

*Art based interventions for Development and Change*

*Human Resource Management in Hospital and Health Care*

*Social Work Education and Practice*

*Voluntarism*

**Centre for Research Methodology(CRM):** focuses on knowledge production and skills in the methodological aspects of the various human science disciplines. The Centre is a leader in training research professionals in various fields and has been engaged in teaching, research and consulting in the area of research and analysis. The Socio-Survey Cell of the Centre is involved in large-scale surveys and analysis in several areas of applied social science research.

**Research Areas :**

*Migration, Employment and Development,  
Diaspora & Identity  
Social Movements and Decentralized governance.*

**Centre for Library and Information Management Studies, Sir Dorabji Tata Memorial Library, TISS** provides resources and services aimed at providing the highest level of research and teaching support to all the programmes of the Institute. The Library's collection is reviewed every year in order for it to be relevant to the emerging and developing areas of research. It holds about 1, 22,000 volumes, and subscribes to over 8,500 journals in electronic and print version. Being a digital library system, it is recognised by UGC as National Document Delivery Centre in the field of Social Sciences.

The Centre for Library and Information Management Studies (CLIMS) offers a Masters in Library and Information Science, PG Diploma in Digital Library and Information Management (PGDLIM), and direct PhD programme in Library and Information Sciences.

**Research Areas:**

*Information Access and Services  
Knowledge Management  
Information and Digital Literacy  
eResources  
Resource Discovery  
Digital Library  
ICT Applications in Library  
Web Technologies and Web based applications  
Information Seeking Behaviour  
Open Source Software  
Scientometrics  
Open Source Software  
Scholarly Communication Systems  
Information Organization  
Metadata*

## **5. About Integrated M.Phil – Ph. D. programme & Direct Ph. D. programme**

### **5.1 Integrated M. Phil – Ph. D. programme**

- It is a five year full time programme offered from TISS campuses as applicable.
- M. Phil in Education, Women's Studies and Development Studies are subject specific taught M. Phil. Programmes of four semesters offered from Mumbai & Hyderabad campuses. For details please see the detailed programme outlines of these programmes on the Institute website
- All the other candidates admitted in the Integrated M. Phil – Ph. D programme will undergo a common course work in Research Methodology.
- The programme has one semester of course work and three semesters of research work. Candidates with post graduate degree in Social Sciences, Social work and related fields can apply for the M.Phil programme.

#### **Programme Structure:**

- The duration of the M.Phil. programme shall be two years, spread over four semesters coinciding with the academic calendar of the Institute.
- The generic M.Phil. programme (the course which is common for most M. Phil. degrees at the Institute) shall carry a total of - 48 credits - and will have five components:
- Basic Courses (BC) (8 Credits): The - four courses provide the knowledge base in the theory and practice of research.
- Auxiliary Courses (AC) (non-credit): - one course provide/enhance skills in the use of scholarly writing -
- Thematic Courses (TC) (6 credits) The - three courses, to be chosen by a student from the list of current offerings in the Schools/Centres, will help extend or update her/his knowledge in the (sub)discipline that s/he has chosen to do research in.
- Optional Course (OC) (2 credits): One course to be chosen by a student from any of the courses listed across schools and centres in the Institute.
- Survey of Literature (SL) (8 Credits): As a prelude to embarking on the study proper, the student is helped to familiarise herself with the literature available on the problem chosen for study, and identify the gaps in it and/or formulate alternative hypotheses.
- Dissertation (DI) (24 Credits): Provides an opportunity for the student to practice the craft of research by using the knowledge acquired during the course work. Embodying the outcome of the practise or process of research, the dissertation constitutes the product of research. The dissertation shall be evaluated and graded by the guide and an examiner external to the Centre appointed by the Director from a panel of experts suggested by the AMC.

## Evaluation

In order to successfully complete the programme, a scholar will have to obtain the prescribed minimum Grade Point Average (GPA) for each course (including SL and DI) separately. The GPA obtained by a successful scholar and the appraisal reports received from the course teachers and the dissertation supervisor will determine whether the scholar is eligible for registration for the Ph.D. programme or not. M.Phil dissertation will have to be submitted by **1<sup>st</sup> March** of the fourth semester.

The dissertation will be examined by the guide as well as a subject expert decided by the competent authority. Upon successful completion of viva-voce examination, the scholar will be conferred M.Phil Degree at the Annual Convocation.

## 5.2 Direct Ph.D. programme

- It can be pursued from all the TISS campuses, as applicable.
- Selected candidates can pursue Ph.D. either by staying on TISS campuses (if accommodation is available) or from whichever location they are in.
- TISS does not make any distinction among research scholars as full time and part time. However, selected candidates physically not present on the Campus, are expected to be in touch with the research guide, fulfill the necessary requirements of the Ph.D. programme, pay fees regularly, submit progress reports.
- The candidates, who have not completed their M.Phil and are selected for Direct Ph.D., are expected to fulfill course work requirement either by attending regular courses held at the respective campuses OR by attending the Modular workshops offered every semester. **This is a compulsory requirement.**

### Supervision and Guidance for Ph.D Students :

- A candidate selected for admission to the Ph.D. programme will work under the supervision of a guide, or a guide and a co-guide. A Doctoral Advisory Committee (DAC) will be constituted to monitor progress made by a scholar.

### Submission and Evaluation of Ph.D Thesis

- The scholar must publish at least one paper in peer reviewed journal before submitting the synopsis and the thesis.
- The research scholar should submit, through his/her guide, three copies of the final title and synopsis (in about 1,500 words) of the thesis, and make a seminar presentation, at least three months before submission of the thesis.
- The scholar shall submit three copies of the thesis embodying the results of his/her research work, not earlier than two years from the date of registration for the Ph.D. programme.
- Two external examiners will adjudicate the thesis. Thereafter, the Viva-voce examination will be conducted in the presence of the adjudicators along with the Convener of the Research Council and the Research Guide. Once, this panel recommends that the scholar has successfully completed the Ph.D. Programme, he/she will be awarded the Ph.D. degree at the Annual Convocation.

## **Admission to Integrated M.Phil and Ph.D. Programmes**

### **Eligibility for the Integrated M.Phil and Ph.D. Programmes**

- The minimum academic qualification for admission to the M.Phil programme is a Second Class Master's or equivalent degree in the relevant subject awarded by a recognised university in India or abroad, with at least an average of 55 per cent of aggregate marks, or a grade point average of 3.5 under the seven-point grade system of the University Grants Commission (UGC), India. In the case of Scheduled Caste (SC) and Scheduled Tribe (ST) candidates, the minimum eligibility is an average of 50 per cent of aggregate marks, or a grade point average of 3.05.
- Candidates who will complete all the requirements of their final year Master's Degree examinations by **July 1**, are also eligible to apply for M.Phil programme, provided they have successfully completed their first year. In such cases, admission will be provisional. If a provisionally admitted student fails to score the minimum required mark/grade at the end of the final year examination, the offer of provisional admission will automatically stand cancelled.
- An applicant with a Master's degree in subjects other than those related to the research areas may be considered for admission to the programme, if he/she has demonstrated his/her interest in and aptitude for studying social issues.
- Individuals applying for M.Phil/Ph.D. in Social Work must have a Postgraduate degree in Social Work.

### **Eligibility for the Direct Ph.D. Programmes:**

- those who have an M.Phil or equivalent degree awarded by a recognised university in India or abroad;
- teachers working in colleges, universities, or institutes recognised by the UGC or appropriate agencies and selected for fellowship under the Faculty Improvement Programme or other similar programmes;
- teachers working in colleges, universities, or institutes recognised by the UGC or appropriate agencies and who have 5 years of full-time teaching experience;
- practitioners in health-care administration, human resource management, developmental work or social work with a considerable work experience in the proposed field of research; after fulfilling academic eligibility;
- scholars' who have proven academic credentials as evidenced by their publications.

### **Eligibility for Direct PhD Programme in Library and Information Science**

- Candidates applying for PhD programme in Library and Information Science must have a minimum score of 55% in their post graduate programme in Library and Information Science (MLISc / M.Lib Sc/ MS in LISc and MA/MSc in LISc)

- All PhD Scholars are required to undergo PhD Modular workshops on Research Methodology being conducted by the Institute.
- Candidate is required to fulfill all other requirements as communicated by the institute for direct PhD Scholars
- Subject to Research Council, Academic Council approval.
- Course work for additional programme(s) may be made available for Academic year 2014 based on Research Council, Academic council approval.

Candidates applying for **Integrated M.Phil/Ph.D. and Direct Ph. D. Programme in Education, Development Studies and Women's Studies at the Mumbai Campus** should refer to the details about eligibility, rationale, objectives and programme structure as per the details provided on the TISS website ([www.tiss.edu](http://www.tiss.edu)).

Candidates applying for **Integrated M.Phil/Ph.D. in Education, Women's Studies at the Hyderabad Campus\*** should refer to the details about eligibility, rationale, objectives and programme structure as per the details provided on the TISS campus website (<http://www.campus.tiss.edu/> )

\*The relevant information for the Hyderabad Campus will be available on the above mentioned website in early February.

## **6. Application Procedure for Integrated M.Phil. and Ph.D. Programmes and Direct Ph.D. Programme**

### **On-line application procedure:**

#### **1. General Instructions**

- Candidates can apply for a maximum of two programmes across any two of the TISS Campuses.
- Candidates are requested to read through the eligibility criteria in the information brochure before filling up the form.
- Unemployed SC and ST candidates, whose parent's/guardian's annual income for the financial year 2012-13 is less than Rs. 2.5 Lakh, and unemployed OBC(NC) whose parent's/guardian's annual income for the financial year 2012-13 is less than Rs 1 lakh, are exempted from paying the Application Fee.
- The application fees is Rs 1530 (if being payed by Credit card/ Debit card/ Net Banking) or Rs 1500 + bank charges (if being payed through bank by cash). Candidate has to pay this amount for every programme he applies for. For more details refer to the section 'Application fee payment' below.
- A candidate can apply for multiple programmes and pay for those programmes in one online form and should not fill more than one form. If a candidate is found to have filled more than one online form, all his applications will be cancelled.

- Candidates are required to apply through the online application form only. Candidates applying by any other method, will not be considered.
- Candidates who are found to be ineligible due to inadequate academic qualification or fail to produce necessary caste certificates at the time of admission will be rejected.

## **2. Online application form**

- In order to start filling the online application, the candidate has to register using his email ID at <http://mphilphd-admissions.tiss.edu>
- During registration the candidate can set a password. The candidate can then use his registered email Id and password to login into the system.
- The online form has been divided into six sections described below:

### **2.1 Basic Details**

- The candidate needs to fill the following details/ answer the following questions on  
First Name, Middle Name, Last Name, Sex, Date of Birth, Social Category
- Are you currently employed? Do you have work experience after post-graduation?
- Indicate Sources from which you expect to receive financial support during the period of study, Amount expected per month, Period for which you are guaranteed this support.
- Address, Domicile.
- Self mobile number, Parent's/ Guardian's phone no and email id.
- Parent's/ Guardian's annual income for the financial year 2012-2013.
- If you are employed, your annual income.
- Candidates can save these details as many times as they wish. But once the details are confirmed, no modifications will be allowed. Once the details are confirmed, the candidate can move on to the 'academic details' page.

### **2.2 Academic details**

- Candidates have to add details for the following examinations: S.S.C, Graduation, Post-Graduation, UGC/NET/JRF, M.Phil., Any Other. Out of these it is mandatory for candidates to add details for S.S.C, Graduation, Post-Graduation.

- For every examination the following details have to be added: University/Board, Name of School/College and Place, Month and Year of Entry, Month and Year of Passing, Percentage, Class, Division or Rank, Subjects of Study.
- Note that: Candidates who will complete their post-graduation by 1st July, 2014 are eligible to apply for Integrated MPhil-PhD. Programme. However for applying to the Direct PhD. programme one must have completed post-graduation.
- The instructions for adding details for every examination has been mentioned in the 'academic details' page. Once the details on this page are confirmed the candidate can move onto fill the 'experience details'.

### **2.3 Experience details**

- The 'experience details' link will be activated only if the candidate has answered 'Yes' to the question 'Do you have work experience after post-graduation ?'
- The candidate needs to add the following for every organization he/she has worked in: place, from date, to date, nature of work, reason for leaving.
- Only details of work experience gained after post-graduation has to be added.
- The instructions for adding work experience details has been mentioned in the 'experience details' page. Once the details on this page are confirmed the candidate can move onto 'Select Programmes' .

### **2.4 Select Programmes**

- Candidates can apply for a maximum of two programmes across any two TISS campuses.
- For every programme selected, the candidate has to upload the respective research proposal.
- The instructions for selecting programmes has been mentioned in the 'Select Programmes' page. Once you confirm the details on this page you can move onto 'Upload Documents'.

### **2.5 Upload Documents**

- All candidates have to mandatorily upload digital copy of their photograph, signature.
- Candidates who are eligible for free application form have to upload caste/ tribe/ class certificate along with the Income certificate of their Parent's/ Guardian's for the financial year 2012-2013. The documents will be verified and if found

inauthentic, the application will be rejected and the candidate will be informed about the same. The candidate can then re-register using a different email address and fill up the application form once again by making payment.

- Candidates have to upload a NOC from their employer if they are currently employed and if they have applied for a Direct PhD.

#### Summary: Upload Documents

Category	Particulars
All Candidates	Scanned Photograph
All Candidates	Digital Signature
All Candidates	Proposal
Employed Candidates applying for Direct PhD	NOC from employer
Applicants eligible for fee payment exemption	Caste and Income certificate (If applicable)

### 2.6 Payment

- Unemployed SC/ST and OBC(NC) (including NT, DNTs & SBC from Maharashtra State) candidates, whose parent's/guardian's annual income for the financial year 2012-13 is less than Rs.2.5 lakhs and Rs.1 lakh respectively and fulfil the criteria for the award of the Govt. of India Post-Matric Scholarship (GOP-PMS) are eligible for application fee exemption
- Candidates have the option of paying by cash or through the payment gateway.
- The application fees is Rs 1530 (if being payed by Credit card/ Debit card/ Net Banking) or Rs 1500 + bank charges (if being payed through bank by cash). Candidate has to pay this amount for every programme he applies for.

#### 2.6.1 Payment through cash

- Candidates paying by cash have to download the challan from the online application system. The challan is divided into three sections: TISS Copy, Student Copy, Bank Copy. Candidates have to take the downloaded challan along with the cash and pay at the bank. The bank official stamps an 'SBI journal number' on the challan. Candidates have to then upload the 'TISS Copy' of challan and enter the 'SBI journal no' in the system and confirm.
- After scrutinizing the uploaded challan if it is found that the challan copy is not authentic the application will be rejected and the candidate will be sent an email informing the same. The candidate has to then re-register again using a different

emailid and fill the form once again and ensure that the correct bank challan is uploaded.

### 2.6.2 Candidates paying using credit/ debit card, net banking

- There maybe instances where one would receive a message from the bank informing that the amount has been deducted from the bank but the application form will show that the payment is still 'Pending', in such cases candidates are advised to not make a payment again and check the payment status status after 12 hours, if the payment status on the home page of the online application form still shows 'pending', the candidate should make the payment again and complete the application form. The deducted amount will be transferred to the account by the bank within 15 working days.

### 2.7 Acknowledgement

- Once the payment is done the candidate will be redirected to a page with an acknowledgement. The acknowledgement is to be preserved till the end of the admission process.

## 3 Support

- Candidates facing technical issues are requested to fill in the technical support form which is a part of the online application form. Alternatively the candidate can call 022-25525252 for general enquiries or for registering technical issues faced by filling the online application form.

	<b>Online Payment by Credit Card/Debit Card</b>	<b>Online Payment by Netbanking</b>	<b>Cash Deposit in any SBI Branch using the prescribed challan</b>
<b>Applying for 1 Programme</b>	Rs. 1,530/-	Rs. 1,530/-	Rs. 1,500/- + Bank Charges
<b>Applying for 2 Programmes</b>	Rs. 3,060/-	Rs. 3,060/-	Rs. 3,000/- + Bank Charges

- Processing fee paid by the candidates will not be refunded if they are found ineligible for any programme.
- Make sure that your application is complete with all required information, including fee payment details before submitting it. Incomplete application forms will be rejected.
- Applications received after the due date will not be considered and the processing fee paid will also not be refunded.
- Admission to the Integrated M.Phil. And Ph.D. Programmes and Direct Ph.D. Programme is made once every academic year .
- Submission of a research proposal is a compulsory requirement for admission to the Direct Ph.D. Programme. A research proposal consisting of approximately 1,000 words should accompany the proposal and indicate the following points:
  - Specification of the broad field of study,
  - Statement of the research problem and scope and objectives of the study,

- The rationale for and the significance of the study,
  - The methodology to be followed,
  - References/bibliography, and
  - The candidate's research/work experience in that area, if any.
- Applicants of Integrated M.Phil and Ph.D Programmes should refer to the application form for details regarding submission of a mandatory document : 'Purpose of Study'
  - Applicants, currently employed and seeking admission, have to submit a 'No-Objection Letter ' from the employer in support of the application. Upon admission the scholar is expected to fulfill the admission requirements through personal visits to the Institute. Thereupon the scholar is expected to attend the Institute from time to time to fulfill various academic requirements.
  - Eligible applicants will be required to appear for a **Research Aptitude Test (RAT)**. Candidates who clear the RAT will be invited for an interview on a pre-notified date at the respective campus to which they have applied.
  - The SC and ST applicants (whose/ whose parents' income is below two lakh rupees) called for the written test and interview will be reimbursed the travel expenses reimbursed between the place of their residence and TISS by the shortest route upon producing a valid railway/bus ticket along with income certificate and caste certificate issued from the competent authority. No TA/DA is, however, admissible for joining the programme.

**The last date for submission of application form is April 3, 2014 by 6.00 pm.**

## **7. Reservation**

The Social Protection Office (SPO) was established at the Institute as per Government of India and UGC directives with the honorary position of the Dean and Associate Dean occupied by a senior faculty members. The SPO facilitates the overall welfare of the students, staff and faculty belonging to SC, ST, OBC (Non-creamy Layer), minority and PWD communities. There are campus specific Social Protection offices, which organise "Post-Admission Orientation Programme" for new admitted research scholars at the beginning of the academic year 2014-15 and provide support services to students from the reserved categories.

### **Reservation Policy**

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 Kashmir Migrants. 3% reservation exists for persons with Disability as per Disability Act (1% each is 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).

### **Criteria for Eligibility:**

Unemployed SC/ST and OBC(NC) (including NT, DNTs & SBC from Maharashtra State) candidates, whose parent's/guardian's annual income for the financial year 2012-13 is less than Rs.2.5 lakhs and Rs.1 lakh respectively and fulfil the criteria for the award of the Govt. of India Post-Matric Scholarship (GOP-PMS). The above mentioned candidates are also eligible for following facilities:

### **Exemption (Application & Tuition Fees)**

Upload Caste and Income Certificates attested by any School Headmaster OR a Principal of College OR a Gazetted Officer in the online application.

Please note that all the other SC, ST and OBC(NC) (including NT, DNTs and SBCs of Maharashtra State) candidates whose parental income is more than Rs.2.5 lakhs and Rs.1 lakh per annum, respectively, are expected to pay the application fees as specified in point 2.6 of the information brochure.

The above mentioned candidates are also eligible for exemption from the payment of fees except the Health Insurance fee of Rs.1,500/-, Students Union fee of Rs.200/- (first semester) and Refundable Deposit of Rs.2500/- (Total amount of Rs.4200/=). The responsibility for filling and submission of (on-line/off-line) scholarship application form ahead of last date of submission as indicated by the respective State Government rests with the GOI-PMS scholar. Eligible scholars who fail to submit the scholarship application by the date stipulated by the State will not be able to avail exemption of fee payment and will hence be required to pay the tuition and other applicable fees as prescribed by the Institute.

### **Reimbursement of Traveling Allowance (TA)**

For unemployed SC/ST/OBC(NC) candidates, appearing for the Research Aptitude Test (RAT) and the Personal Interview (PI) to be held at the applicable TISS Campus/es whose parent's/guardian's income is less than Rs.2.5 lakhs (for SC/ST) and less than Rs. 1 Lakh (for OBC (NC)) during the Financial Year 2012-13 (and who have submitted a certificate to this effect), will be provided to and fro travel expenses (*Second Class Railway or State Transport Bus fare only*). The reimbursement of the travel expenses will be subject to their submission of the original tickets. No reimbursement of TA will be paid to candidates travelling by taxi/private car/tourist bus/air/other class of railway.

It will be the responsibility of the SC, ST and OBC(NC) candidates to fill the TA form along with attaching the attested photocopy of caste/tribe/OBC(NC) and Income Certificate. In addition, the candidates must provide a photocopy of the call letter for the RAT/PI before they appear for the same and collect the money as soon as the RAT/PI gets over. Local candidates are not entitled for travel reimbursement.

### **Caste/Tribe/Income Certificate**

Caste/Tribe Certificates are valid only if issued by the Revenue Officer, Tahsildar, Block Development Officer or District Collector. Income Certificate for the Financial Year 2012-13 is valid.

### **OBC (NC) Certificate**

OBC candidates from the creamy layer are treated as general candidates. Candidates belonging to OBC (non-creamy layer status) should upload a scanned copy of the community and non-creamy layer certificate issued by an official of the Revenue Department of the respective State government (*the Non-Creamy Layer Certificate issued after 1st April, 2012 is valid*) along with an income certificate. If not, these have to be produced in person upon selection and at the time of admissions [please note that the non-creamy layer certificate issued before **31st March 2012 will be treated as outdated** and such candidates will be treated as general candidates though they may belong to OBC(NC)].

Applications received without any of the above mentioned documents will not be entertained. All OBC(NC) candidates have to attach a declaration with regard to their status.

***Please note that the Candidate's caste/tribe is to be listed in the Central List issued by the Central Government.***

## **KM and PWD Certificate**

Candidates belonging to Kashmiri Migrants (KM) and Persons with Disability (PWD) should upload certificate-giving proof of their status. The certificates for PWD should indicate a minimum 40% of disability (*Certificate issued after 1st April, 2012 is valid*).

## **AADHAAR Card / Bank Account**

The Govt. of India regulation has made it mandatory that scholars have a bank account and Aadhaar Card to be able to receive scholarship. All eligible SC/ST/OBC/PWD/Minority scholars applying for the programme are required to submit an attested photocopy of their AADHAAR CARD and photocopy of first page of Bank Passbook, if they get selected in the final round of the admission process.

## **8. Admission of International Students to M.Phil and Ph.D. Programme:**

- All foreign nationals (holding citizenship other than Indian or in addition to that of Indian) are eligible to apply for the M.Phil and Ph.D. programs as International Students.
- Admission of the international students will be done through the International Students' Office (ISO) of TISS.
- The eligibility criteria for admission to the M.Phil./Ph.D. programme for foreign nationals is the same as for Indian nationals.
- Students will be interviewed telephonically or in person (as the case may be) by a Panel of faculty members.
- Upon admission, the student will be extended a provisional admission offer subject to confirmation upon due verification and ascertainment of grades, and also clearance from their respective governments.
- The scholar is expected to visit the Institute at least once a year. A differential fee structure exists for students from the SAARC and other low income countries and developed countries.
- Foreign students, registered for Ph.D. in universities abroad, can also seek affiliation to the Institute.
- For more details write to the Chairperson, International Students Office - [iso@tiss.edu](mailto:iso@tiss.edu)

## 9. Fees and Deposits\*

Fee Component M.Phil, Ph.D For Indian Scholars and Scholars from SAARC Countries (in INR)

Fee Component	M.Phil	Ph.D	Remarks
<b>Fees</b>			
Tuition	5500	5500	Per Semester
Examination	500	0	Per Semester
Identity Card	300	300	
Computer	500	500	Per Semester
Students' Medclaim Insurance Premium	1500	1500	Per Year (along with I Semester Fees)
Development Fund	2500	2500	(along with I& III Semester Fees)
Medical Examination Fees	100	100	Only for hostelites
Fee for 4 Modular Courses		5000	For Direct Ph.D Students
Refundable Deposits	10000	10000	
Student Union Fee	200	200	Per semester
<b>GRAND TOTAL</b>	<b>21100</b>	<b>25600</b>	
<b>OTHER FEES</b>			
Thesis submission	1000	2000	Payable three months before submission
Thesis resubmission	500	500	
Degree certificate replacement	250	250	
Issue of duplicate Identity Card	300	300	
<b>Sub Total</b>	<b>2050</b>	<b>3050</b>	
<b>Hostel Charges:</b>			
Dining Hall	12000	12000	Per Semester
Hostel Room(Double/Triple) (if allotted)	6000	6000	Per Semester
<b>Sub Total</b>	<b>18000</b>	<b>18000</b>	

\*subject to revision

## 10. Frequently Asked Questions:

1. Question: I would like to apply for the Integrated-M.Phil/Ph. D programme at TISS and would like to know whether you have any part time Ph. D programmes which can be done from long distance.

Answer: If you are admitted to the 'Integrated' M.Phil- PhD Programme, course work will be mandatory. You would be required to attend lectures that are held across two semesters. In the second year of the programme, students go for data collection (field work) and write their M.Phil dissertation. Hence, if you would like to apply for a programme that offers flexibility in attending course work, a 'direct' PhD programme would be a more appropriate choice for you.

2. I am a postgraduate and have 20 years experience in rural development work. I would like to do PhD in your institute. Since I am working, it may not be possible to take up a regular course, so I wish to know whether your institute is offers correspondence course ?

Answer: We do not have correspondence course in PhD, but you could work for your PhD from wherever you are and visit the Institute as often as required to meet with the Research supervisor, Doctoral Advisory Committee members and conduct your Ph. D seminars. You are also required to submit a six-monthly report, through their guide. In addition to the same, since you have last degree is several years back, you will be asked to do some course work in research methodology for which you will have to spend some time at the Institute. Do go through the prospectus.

3. Question : What is meant by course work? In which cases will the scholar be asked to undertake the course work? What will be the total duration of course work,? Whether they are on Saturday & Sunday. Or Evening / Regular. Whether the classes are conducted at other locations.

Answer: Students admitted into the 'Direct' Ph.D. programme who do not have an M.Phil degree will have to attend modular workshops (details in prospectus). For students entering into the Integrated-M.Phil/PhD programme, two year course work is mandatory. Classes are generally held on weekdays. However, some class might also be scheduled on weekends. Modular Workshops are also conducted at the TISS Hyderabad and Guwahati campuses, apart from the Mumbai Campus.

Lectures are held across two semesters beginning from early July of each year.

4. Question: Does TISS provide the placement assistance after M.Phil / Ph. D completion?

Answer: No. We do not have this practice for M. Phil. and PhD students.

5. Question : Do I need to approach the potential supervisor myself?

Answer : Yes, applicants can approach/contact faculty at the Institute for supervision. However, the final allocation of guides will be done in consultation with the Dean/Chairperson of the respective School/Independent Centre.