



St Aloysius College (Autonomous)

Mangaluru

**Re-accredited by NAAC “A++” Grade
Course structure and syllabus of**

B.A.

SOCIAL WORK

Under NEP Regulations, 2020

ಸಂತ ಅಲೋಶಿಯಸ್ ಕಾಲೇಜು (ಸ್ವಾಯತ್ತ)

ಮಂಗಳೂರು- 575 003, ಕರ್ನಾಟಕ

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Re-accredited by NAAC with 'A++' Grade with CGPA 3.67/4 (Cycle 4)
Recognised as Centre for Research Capacity Building under UGC-STRIDE Scheme
Recognised under DBT - BUILDER Scheme, Government of India
College with "STAR STATUS" Conferred by DBT, Government of India
Recognised by UGC as "College with Potential for Excellence"

Date: 21-12-2022

NOTIFICATION

Sub: Syllabus of **B.A. SOCIAL WORK** under NEP Regulations, 2020.
(As per Mangalore University guidelines)

- Ref: 1. Decision of the Academic Council meeting held on 18-12-2021 vide
Agenda No: 6
2. Decision of the Academic Council meeting held on 09-07-2022 vide
Agenda No: 14
3. Decision of the Academic Council meeting held on 25-02-2023 vide
Agenda No. 12
4. Decision of the Academic Council meeting held on 02-09-2024 vide
Agenda No. 3
5. Decision of the Academic Council meeting held on 23-03-2024 vide
Agenda No. 7
6. Office Notification dated 21-02-2022
7. Office Notification dated 17-08-2022
8. Office Notification dated 30-03-2023
9. Office Notification dated 26-09-2023
10. Office Notification dated 25-04-2024

Pursuant to the above, the Syllabus of **B.A. SOCIAL WORK** under NEP Regulations, 2020 which was approved by the Academic Council at its meeting held on 18-12-2021, 09-07-2021, 25-02-2023, 02-09-2024 & 23-03-2024 is hereby notified for implementation with effect from the academic year **2021-22**.


PRINCIPAL




REGISTRAR

To:

1. The Chairman/Dean/HOD.
2. The Registrar Office
3. Library

Board of Studies
Department of Social Work (UG) (2019-2021)

Sl. No	Category	Name/Address
a)	Chairperson	Dr Deena D Souza
b)	Members of the Department	Ms Savitha DSouza
c)	Subject expert	Dr Arul Kamaraj Assistant Professor Department of Social Work Loyola College, Chennai Dr Lena Ashok Associate Professor Department of Social work, Manipal Academy of Higher Education
d)	Vice-Chancellor's Nominee (10.12.2019)	Dr Suma Rai Principal Dr M V Shetty College of Social Work Vidyanagar, Mangaluru
e)	Representative from Industry / Corporate Sector / Allied Area	Fr Bijo Thomas Director Community Radio Mattali Mananthavady-670645
f)	Meritorious Alumnus	Sr Roseline Assistant Professor, Department of Social Work, Christ University, Bangalore
g)	Student Representative	Alex James Mathew III BA

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a)	Chairperson	Dr Deena D Souza
b)	Members of the Department	Ms Savitha Dsouza Ms. Dezma Savina Fernandez
c)	Subject expert	Dr Arul Kamaraj Assistant Professor Department of Social Work Loyola College, Chennai Dr Lena Ashok Associate Professor Department of Social work, Manipal Academy of Higher Education
d)	Vice-Chancellor's Nominee (10.12.2019)	Dr Suma Rai Principal Dr M V Shetty College of Social Work Vidyanagar, Mangaluru
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f)	Meritorious Alumnus	Sr Roseline Assistant Professor, Department of Social Work, Christ University, Bangalore
g)	Student Representative	Alex James Mathew III BA

A meeting of the Board of Study in Social work was held on 25 th June 2022

Following members were present for the meeting:

Sl. No	Category	Name/Address
a)	Chairperson	Ms Savitha Dsouza
b)	Members of the Department	Ms Kavya M
c)	Subject expert	Dr Arul Kamaraj Assistant Professor Department of Social Work Loyola College, Chennai Dr Lena Ashok Associate Professor Department of Social work, Manipal Academy of Higher Education
d)	Vice-Chancellor's Nominee (10.12.2019)	Dr. Shirley T Babu Professor & HOD Alva's College Moodubidire – 574227
e)	Representative from Industry / Corporate Sector / Allied Area	Mr Abdul Latheef Portfolio Manager Catalyst Management Services Sanjay Nagar, Bangalore8
f)	Meritorious Alumnus	Ms Sonath Abdul Sattar Senior Executive Director of Ministry of Higher Education of the Maldives
g)	Student Representative	Thusecooray Jude (2216305) II BA

PREAMBLE

Social work as a profession from its very inception has been concerned with the promotion of the well-being of people assisting them at individual, group, and community levels to fulfil their unmet/felt needs and find the solutions to the problems which inhibit them to lead a meaningful and satisfying life in the society. The profession is especially concerned with the advancement of economic interest of the people with social justice and at the same time it helps to seek a deeper source of happiness i.e. self-realisation. Social workers view people and their environment as integrally intertwined and interdependent. As service professionals and change agent social workers not only work with individuals to effect personal changes, but also share a commitment to working towards changes in institutions and society. The profession is committed to encourage people to take a broad view of the issues and challenges confronting any person, group or their organisation; and thus places emphasis on taking a holistic view of human life.

Social work firmly believes in the inherent and hidden potential of people and the need based optimum use of the available resources in the environment. It focuses on the individual well-being in a social context that would consequently lead to larger collective growth and well-being. As a profession, social work believes in the interplay of individual and environmental resources that impact each other contributing positively to the growth and development of people and society. Professional social workers are always aware and sensitive to the cultural and ethnic diversities and crunch of resources that leads to discrimination, poverty, unemployment, deprivation, and injustice. Social work activities are found in the form of direct and indirect services like direct practice, supervision, consultation, administration, counselling, advocacy, social action, extension work, policy planning and development, education, research and evaluation. Each has its arena of practice; in seclusion or as is mostly seen in conjunction. Theories of Social Work practice have made sense of a lot of unknown social phenomenon, and over decades to come up with a vivid picture of social realities. The mission of the social work profession is rooted in a set of core values. These core values, embraced by social workers throughout the profession's history, are the foundations of social work's unique purpose and perspective: in terms of service, social justice, dignity and worth of the person, importance of human relationships, integrity and competence

OBJECTIVES

- a. To enable students to understand history, philosophy, values, ethics and functions of social work profession and its linkages with other social science disciplines;
- b. To equip students with knowledge on core and ancillary methods of professional social work, and its practice base;
- c. To inculcate in the students' values of enquiry and research; and thereby develop problem solving and decision-making abilities;
- d. To prepare professionals to practice in diverse social work settings and also address contemporary issues and concerns such as of marginalized and exclusive population;

- e. To make learners-the young professionals sensitive to the needs of people at individuals, group and community levels and to social problems in changing social, cultural and techno-economic context;
- f. To develop young professionals with good communication skills and quest for a self-motivated life-long learning, focusing on skilling and re-skilling in their respective field of social work practice;
- g. To develop in the graduates a perspective on understanding planning and development at the national and international levels; and also thrust on national policies directed towards achieving sustainable development
- h. To imbibe in the learners the values of social justice, human rights, empathy, hard and honest work thereby developing in them the vision to work towards an egalitarian society.

BA SOCIAL WORK STRUCTURE UNDER NEP

Course Code	Title of course	Category of course	Teaching hours per week	SEE	CIE	Total Marks	Credits
SEMESTER I							
G 111 DC1.1	Foundations for Social Work	DSC	4	60	40	100	3
G 111 DC2.1P	Social Work Field Practicum 1	DSC	6	50	50	100	3
G 111 OE1.1	Fields of Social Work Practice	OEC	3	60	40	100	3
Total Credits							9
SEMESTER II							
G 111 DC1.2	Social Case Work	DSC	4	60	40	100	3
G 111 DC2.2P	Social Work Field Practicum 2	DSC	6	50	50	100	3
G 111 OE2.2	Social Work concerns for Women and Child Development	OEC	3	60	40	100	3
Total credits							9

Course Code	Title of course	Category of course	Teaching hours per week	SEE	CIE	Total Marks	Credits
SEMESTER III							
G 111 DC1.3	Social Group Work	DSC	4	60	40	100	3
G 111 DC2.3P	Social Work Field Practicum 3	DSC	6	50	50	100	3
G 111 OE1.3	Social Development and Sustainable Development	OEC	3	60	40	100	3
Total Credits							9

SEMESTER IV							
G 111 DC1.4	Community Organization and Social Action	DSC	4	60	40	100	3
G 111 DC2.4P	Social Work Field Practicum 4	DSC	6	50	50	100	3
G 111 OE2.4	Disaster Management: Preparedness and Response	OEC	3	60	40	100	3
Total credits							9

SEMESTER V							
G 111 DC 1.5-V(a)	Social Policy, Planning and Development	DSC	4+0+0	60	40	100	4
G 111 DC 2.5P	Social Work Field Practicum	DSC	4+0+0	25	25	50	2
G111 DC 3.5 - V(b)	Domains of Social Work Practice – I	DSC	4+0+0	60	40	100	4
G 111 DC 4.5P	Social Work Field Practicum	DSC	4+0+0	25	25	50	2
SEMESTER VI							
G111 DC 1.6 VI(a)	Domains of Social Work Practice – 2	DSC	4+0+0	60	40	100	4
G111 DC2.6 VI(b)	Social Welfare Administration	DSC	4+0+0	60	40	100	4
G111 DC 3.6 VI©	Corporate Social Responsibility	DSC	4+0+0	60	40	100	4
G 111 DC 4.6P	Social Work Field Practicum	DSC	4+0+0	25	25	50	2

Course Articulation Matrix: Mapping of Course Outcomes (COs) with Program Outcomes (POs)

Academic Aptitude	Personal and Professional Aptitude	Societal Aptitude
1.1 Understanding of Concept, Nature and Importance	2.1 Understanding Self & Self Guiding Principles	3.1 Moral, Ethical & Cultural Issues
1.2 Theoretical Understanding	2.2 Ability to Develop Professional Skills	3.2 Understanding Social Issues, Problems & Fields
1.3 Professional Knowledge & Attitude	2.3 Ethical & Psycho Social Sensibility	3.3 Cooperation, Collaboration & Participation
1.4 Knowledge of Programme Media & Information Literacy	2.4 Application of Social Work Skills & Techniques	3.4 Ecological & Sustainable Development
1.5 Understanding of Individual/ Group/ Community Issues	2.5 Ability to Work with Individual, Group & Community	3.5 Professional & Social Responsibility
1.6 Application of Scientific Knowledge & Skills		3.6 Community Welfare & Social Wellbeing
1.7 Critical Evaluation Social Work Theory and Practice		

Academic Aptitude	Personal and Professional Aptitude	Societal Aptitude
1.1 Theoretical Understanding	2.1 Ability to Develop Professional Skills	3.1 Understanding Social Issues, Problems & Fields
		3.2 Community Welfare & Social Wellbeing

PROGRAMME OUTCOMES

- PO 1 : Empowerment of graduates with professional attitude and behavior
- PO 2 : Apply scientific knowledge and acquire effective communication skills in professional commitment
- PO 3 : Develop and engage scientific approach to meet human needs and identify them as social change maker towards transformation

PROGRAMME SPECIFIC OUTCOMES

- PSO 1 : Able to uphold values and ethics of Social Work
- PSO 2 : Able to perform diverse roles in various social work settings
- PSO 3 : Able to work effectively in team environment.
- PSO 4 : Skilled to communicate effectively working with individuals
- PSO 5 : skilled to communicate effectively working with Groups
- PSO 6 : skilled to communicate effectively working with Communities
- PSO 7 : Demonstrate the spirit of volunteerism to reach out disadvantaged sections of the society.
- PSO 8 : Able to assess and intervene with the individuals, families, groups, organizations and communities
- PSO 9 : Develop zeal and enthusiasm to work within the framework of existing structure (Governmental and Nongovernmental)

SEMESTER I

G 111 DC1.1: Foundations for Social Work

4 hours per week: Total hours: 56

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
To understand history and evolution of social work profession, both in India and the West To develop insights into the origin and development of ideologies and approaches to social change To develop Skills to understand contemporary reality in its historical context	Lecture Assignment Individual and Group Presentation	Able to understand social work as a profession Able to understand various ideologies of social work Able to demonstrate awareness of values and ethics of the social work profession.	Summative Assessment: 60 marks Formative Assessment: 40 Marks.

COURSE CONTENT

Unit–I An Introduction to Social Work

-15 hours

Chapter 1: Nature and Scope of Social Work: Social Work: Concept, Meaning, Definitions, Objectives, Goals, Assumptions and Functions

Chapter 2: Social work: Nature and Philosophy: Democratic, Humanitarian, Herbert Bisno's Philosophy, Introduction to the methods of Social Work

Chapter 3: Historical development of Social Work in UK, USA, India and Karnataka

Unit–II Principles, Values and Ethics of Social Work

- 13 hours

Chapter No. 4: Principles of Social Work

Chapter No. 5: Guiding Principles of Social Work and their applications in diverse socio-cultural settings

Chapter No. 6: Values and Code of Ethics (NASW) of Social Work

Chapter No. 7: Social Work and its relation to Human Rights & Social Justice

Unit–III Social Work Profession in India

-12 hours

Chapter No.8: Profession: Meaning, Definitions and Attributes

Chapter No.9: Professionalization of Social Work in Indian Scenario; Issues and Challenges

Chapter No.10: Perspectives of Social Work Profession in Indian context

Unit–IV Approaches, Ideologies and Fields of Social Work

-16 hours

Chapter No.11: Social Work and its Relation to Human Rights and Social Justice

Chapter No.12: Ideologies of Social Work, Ideology of Action Groups and Social Movements

Chapter No.13: Professional v/s Voluntary Approaches to Social Work, Social Problems

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- Surendra Singh (Chief Editor) .(2012): Encyclopedia of Social Work in India. Lucknow: New Royal Book Company.

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- The Indian Journal of Social Work, Bi-annual, TISS, Mumbai (Maharashtra)
- Perspectives in Social Work, College of Social Work, Nirmala Niketan, Mumbai (Maharashtra)
- Social Work Journal, Bi-annual, Department of Social Work, Assam University, Silchar

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1. USC Suzanne Dworak-Peck School of Social Work (2014), Introduction to Social Work: Available at <https://www.youtube.com/watch?=jJXRB1V5eVw&t=5s>
2. UH Class OET (2016) Introduction to Social Work, University of Houtson: Available at <https://www.youtube.com/watch?=LtaCmORiP9A>
3. The Audiopedia (2017), What is SOCIAL WORK? What does SOCIAL WORK mean? SOCIALWORK meaning, definition and explanation: Available at <https://www.youtube.com/watch?v=xj5-Vdh1B3E>
4. USC Suzanne Dworak-Peck School of Social Work (2017),Legacies of Social Change. 100 years of Professional Social Work in the United States: Available at <https://www.youtube.com/watch?v=a4VzRSnksmA>

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation.

SEMESTER I

G 111 DC2.1P: Social work Field Practicum 1

4 Hours per week

(16 Field work Visits)

Course Objectives	Pedagogy	Course Outcomes	Course Assessment
To understand the basics of fieldwork, concept of self and fieldwork and the professional role of social workers.	Lecture, Practical exposure, Field work Training, Orientation Visit/	Able to understand the concept to field work education to develop self-awareness	• Semester end examination- Viva Voce: 50marks
To critically understand and appreciate programmes and projects of governmental and non-governmental organizations.	Concurrent Fieldwork to various Agencies	Able to develop skills in field work report writing, record of the observation visits and engage in meaningful discussions during group interactions	• Internal Assessment :50 marks
To enhance importance of skills in report writing and documentation		Able to understand programmes and projects of governmental and nongovernmental organization	

Field Work Contents (Tasks/Activities)

Field work practicum of First Semester comprises two components:

- Orientation Lecture
- Orientation Visits

Orientation Lectures: There shall be a minimum of 6 **orientation lecture in** the First semester Field work Practicum. This will focus on preparing the students about the field work, concept, definitions, purpose and components, understanding self-awareness and self- management, time management, goal setting, field work practice and ethics, fieldwork record and writing skills and techniques like rapport building, observation and analysis, advocacy, and networking with individual, group and community.

Orientation Visits: There shall be minimum 10 orientation visits in a semester to provide an exposure to and understanding of the services provided in responses to people's needs to governmental and non-governmental organization highlighting the role of social work profession (i.e. agencies in health setting, education, community, institutional and Non-institutional services, criminal justice system, civic administration, rehabilitation, Local bodies, etc.).

Soon after the completion of "orientation visits to fields of social work", a student conference shall be conducted to share the orientation visit experiences and learning. The students shall record their experiences and leanings of Orientation Visits, which they are expected to produce at the time of viva-voce examination conducted at the end of the semester.

SEMESTER I

G 111 OE1.1: Fields of Social Work Practice

3 hours per week: Total: 42 hours

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
To understand the fields of social work To know the different settings of social work To understand the competencies required to work in different settings of social work.	Lecture Assignment Individual and Group Presentation	Able to understand the fields of social work Able to know the Different settings of field work Able to explore the competencies required to work in different fields of social work	Summative Assessment : 60 marks Formative Assessment:40 Marks.

COURSE CONTENT

Unit–I Fundamentals of Social Work

10 hours

Chapter No. 1: Meaning, Concept, Definitions, Nature and Scope of Social Work

Chapter No. 2: Methods of Social work

Chapter No. 3: Values and Ethics of Social Work

Chapter No. 4: Principles, Skills and Techniques of Social Work

Chapter No. 5: Professional attributes for Social Workers

Unit–II Social Work with Communities

10 hours

Chapter No 6 Concept of Community and Community Development.

Chapter No 7: Types of Community; Rural, Urban and Tribal community.

Chapter No 8: Implications for Social Work practice in the Communities; Services for Marginalized, Youth, Elderly, Women and Children

Chapter No 9: Competencies required for Community Worker

Unit–III Social Work in School Setting**10 hours**

Chapter No. 10: Concept and meaning of School Social Work, Problems of children in schools

Chapter No. 11: Implications for Social work intervention; children with physical, learning, and emotional problems. School dropout, working with teachers, administrators, and other professionals

Chapter

No.12: **Skill and Competencies required for School Social Worker.**

Unit-IV Social Work in Health, Industrial and Correctional Setting**12 hours**

Chapter No. 13: Social Work in Hospital Setting: An introduction to Medical and Psychiatric Social Work, Health Systems – Public and Private

Chapter No. 14: Social Work in Industrial Setting: Introduction to Industrial Social Work, Problems of Employees; Adjustment, Emotional and Mental Health issues.

Chapter No. 15: Correctional Setting: Children in Conflict with Law, Observation Homes, Role of Social Workers (Probationary Officer)

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10. Gunjal, B., and Ganga bhushan, M.M.(2010). Fields of Social Work Practice. Bangalore: Baraha Publisher.
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16. Suresh, S.(2013). Realities and Prospectus of Social Work .New Delhi: Centrum Press
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18. SD Gokhale (ed) Social Welfare-Legend and Legacy Popular Prakashan, Bombay.
19. UGC, Social Work Education in Indian Universities, New Delhi 1965, University Grants Commission.

JOURNALS:

1. The Indian Journal of Social Work, Bi-annual, TISS, Mumbai.
2. Perspectives in Social Work, College of Social Work, Nirmal Niketan, Mumbai.
3. Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar, Assam.

DIGITAL REFERENCES:

1. USC Suzanne Dworak-Peck School of Social Work (2014), Introduction to Social Work (Extended Version): Available at: <https://www.youtube.com/watch?v=jJXRB1V5eVw&t=5s>
2. UH Class OET (2016) Introduction To Social Work, University of Houtson: Available at <https://www.youtube.com/watch?v=LtaCmORiP9A> 46
3. The Audiopedia (2017), What is SOCIAL WORK? What does SOCIALWORK mean? SOCIALWORKmeaning,definition &explanation,Availableat<https://www.youtube.com/watch?v=xj5-Vdh1B3E>

4. USC Suzanne Dworak- Peck School of Social Work (2017), Legacies of Social Change: 100 Years of Professional Social Work in the United States, Available at <https://www.youtube.com/watch?v=a4VzRSnksmA>

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

SEMESTER II

G 111 DC1.2: Social Case Work

4hours per week: Total hours: 56

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
<p>To understand the individual, family and their problems and the social contextual factors affecting them</p> <p>To understand Social Casework as a method of Social Work practice</p> <p>To gain knowledge about the basic concepts, tools, techniques, processes and skills of working with individuals</p> <p>To develop an understanding of application of case work in diverse settings</p>	<p>Lecture</p> <p>Assignment</p> <p>Individual and Group</p> <p>Presentation</p>	<p>Able to demonstrate familiarity with case work processes, tools and techniques and their application in Professional Social Work Practice.</p> <p>Able to develop skills of Observation, Listening, Interviewing and Home Visits, Rapport, Building, Resource, Mobilization and Recording.</p>	<p>Summative Assessment: 60 marks</p> <p>Formative Assessment: 40 Marks.</p>

COURSE CONTENT

Unit-I Introduction to Social Case Work

14 hours

Chapter No.1: Social Case Work: Concept, Nature, Scope, Objectives and Importance

Chapter No.2: Historical Development of Social Casework

Chapter No.3: Individual: Nature and Needs

Chapter No.4: Problems Faced by Individuals and Families

Unit–II Components, Principles and Process of Social Case Work.

14 hours

Chapter No.5: Components of Social Case Work (Person, Problem, Place, and Process)

Chapter No.6: Principles of Social Case Work

Chapter No.7: Process of Social Case Work: Intake, Psycho-social study, Psycho- Social Assessment / Social Diagnosis, Treatment/ Intervention, Evaluation, Termination and Follow-up

Chapter No. 8: Concept of Social Role, Functions and Adjustment

Unit-III Tools, Techniques and Skills of Social Case Work

12 hours

Chapter No.9: Case Work Relationship, Use of Authority and Advocacy

Chapter No.10: Communication skills, Observation, Listening, Interviewing and Home Visits

Chapter No.11: Rapport Building and Resource Mobilization

Chapter No.12: Recording in Social Case work

Unit-IV Approaches and Practice of Social Casework

16 hours

Chapter No.13: Task Centered Approach

Chapter No.14: Social Psychological Approach

Chapter No.15: Problem Solving Approach and Integrated approach

Chapter No. 16: Case work Practice in different settings: Medical, School, Geriatric, Correctional, and Rehabilitation Centres

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1. Aptekar, Herbert (1955) The Dynamics of Case work and Counselling, New York: Houghton Mifflin Co.
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12. Timms, N. (1964) : Social Case work: Principles and Practice. London: Routledge and Kegan Paul.
13. Timms, N. (1972) : Recording in Social Work. London: Routledge and Kegan Paul.
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Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

SEMESTER II

G 111 DC2.2P: Social Work Field Practicum-2

4hours per week (16 Field work Visits+10 Days internship)

Course Objectives	Pedagogy	Course Outcomes	Course Assessment
<p>To understand the basics of fieldwork, concept of self and fieldwork and the professional role of social workers.</p> <p>To critically understand and appreciate programmes and projects of governmental and non-governmental organizations.</p> <p>To enhance importance of skills in report writing and documentation</p>	<p>Lecture, Practical exposure, Fieldwork Training, Concurrent Fieldwork to various Agencies</p>	<ul style="list-style-type: none">• Able to understand the concept of field work education to develop self awareness• Able to develop skills in field work report writing, record of the observation visits and engage in meaningful discussions during group interactions• Able to understand programmes and projects of governmental and nongovernmental organization	<ul style="list-style-type: none">• Semester end examination- Viva Voce: 50 marks• Internal Assessment: 50 marks

Field Work Contents (Tasks/Activities)

Field work practicum of Second Semester comprises Concurrent field work

Concurrent Field Work: The broad aim of concurrent field work practicum is to provide opportunities for applying the knowledge and the information gained in the classroom to reality situations. This learning experience should provide an opportunity of working with communities, groups, individuals/families and managing organization tasks. It is an opportunity to develop intervention skills in reality situations.

The student shall complete a minimum of 16 days of visits in a semester and 10 days internship before the commencement of 2nd semester. The learners shall be placed in agencies/community to initiate and participate in direct service delivery. Submission of reports to their allotted respective faculty supervisors.

The faculty supervisors through periodic Individual conferences and Group conferences shall assist students to prepare a plan of action for the respective semester fieldwork activities in consultation with agency supervisors.

Internship Program:

After completion of the II semester, students are expected to identify any social welfare organization and undergo 10 days internship before the commencement of III semester. This program provides opportunities for students to apply theory and practice skills learned in the classroom to a direct practice experience in an approved social work field agency. Students are required to maintain hand written report of their Internship and submit it on the first week of III rd semester.

Evaluation

Evaluation by Faculty Supervisor and VIVA-VOCE by External (25 Marks)

Evaluation by agency supervisor (25 marks)

Guidelines for evaluation

1. Adjustment in the Agency, Agency administration and communities: understanding Agency's policies and goals, understanding agency structure, communication patterns, decision making patterns & ability to integrate and work as a team member.
2. Development of professional values - Service, social justice, the dignity and worth of the person, the importance of human relationships, integrity, competence, human rights, and scientific inquiry are among the core values of social work (CSWE)
3. Application of Social Case Work method.
4. Recording and maintaining a time sheet with the signature of the agency supervisor taken every day and a seal of the agency.

Eligibility Criteria

Completion of 10 days internship, obtaining certificate from the agency and the submission of final internship reports to be eligible to attend the field work Viva Voce.

SEMESTER II

G 111 OE2.2: Social Work Concerns for Women and Child Development

3 hours per week: Total: 42 hours

Course Objectives	Pedagogy	Course Outcomes	Course Assessment
<ul style="list-style-type: none">• To understand Social Work concerns for Women Development.• To understand Social Work concerns for child Development• To enhance social work practice with women and child development	Lecture, Practical exposure, Fieldwork Training, Concurrent Fieldwork to various Agencies	<ul style="list-style-type: none">• Able to understand Social Work Concerns for women and child development.	<ul style="list-style-type: none">• Semester end examination- 60 marks• Internal Assessment : 40 marks

COURSE CONTENT

Unit – I Social Construction of Gender

13

Chapter No.01: Status of Women in India, Factors affecting Women Status

Chapter No.02: Concept of Sex and Gender, Gender Discrimination, Gender Stereotyping,

Chapter No 03: Gender: Roles and Perspective

Chapter No.04: Contemporary Issues of Women

Unit – II Problems and Issues Related to Female Children and Women in India

13

Chapter No.05:Female Foeticide, Female Infanticide, Sex Ratio, Child Marriage

Chapter No.06:Women and Children in difficult circumstances.

Chapter No.07:Domestic workers: issues and concerns.

Chapter No.08:Problems of Elderly Women: Need for social work intervention

Unit - III Social Work and Women Empowerment

13

Chapter No.09: Women Empowerment: Concept and meaning

Chapter No.10: Women Empowerment: Education, Social, Economic and Political empowerment.

Chapter No.11: Government Welfare Programmes and Schemes for Women Empowerment in Karnataka

Chapter No.12: Reception Centre, Adoption Centers, State Home for Women.

Chapter No. 13: Functions and Responsibilities of State Commission for Women, Karnataka State Women Development Corporation (KSWDC)

Unit - IV Problems of Children and Child Protection System

13

Chapter No. 14: Problems of Children: Concept, Bio Psychosocial needs and problems of Children.

Chapter No. 15: Child Care and protective Services, Convention on the Rights of the Child (CRC)

Chapter No. 16: Ministry of Women and Child Development: National Commission for women

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1. B. Ramaswamy, 2013 .Women and Law. Delhi : Isha Books.
2. Bharati Ray, (ed). 1995, 1997. From the Seams of History: Essays on Indian Women. Delhi: Oxford University Press.
3. Bharati Ray, and Aparna Basu (ed). 1999. From Independence Towards Freedom: Indian Women Since 1947. New Delhi: Oxford University Press.
4. D.K.Bansal,(2006) Gender Violence. New Delhi: Mahaveer and Sons.
5. Desai, Murli (2005): Ideologies and Social Work : Historical and Contemporary Analysis. Rawat Publication.
6. Dubois, Brenda and Kalra, Krogurnd, Micky (2011) : Social Work : An Empowering Profession 7th Edition. Pearson.
7. Revathi (2009). Laws relating to domestic violence. Hyderabad: Asia Law House
8. S. Khanna, (2009) Violence against Women and Human Rights, Delhi : Swastik Publishers and Distributors.
9. Swapna Mukhopadhyay.(1998). "In the Name of Justice: Women and Law in Society". Manohar, New Delhi
10. Prabhakar, (2011) Gender Violence: Women Victims in Man's World. New Delhi: Wisdom Press.

Pedagogy: Lecture, Assignment, Individual and Group, Discussion/Presentation

Social Work (B.A.) - SEMESTER III

SOCIAL GROUP WORK	
Number of Theory Credits	Number of lecture hours per semester
4	56

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
1. To understand the nature and types of groups 2. To understand Social Group Work as a method of Social Work practice 3. To know the basic concepts, tools, techniques, processes and Skills of working with groups 4. To develop an understanding of the process of group development and group dynamics 5. To develop an understanding of application of group work in diverse settings	1. Lecture 2. Assignment 3. Individual and Group Presentation	1. Able to demonstrate familiarity with Group Work processes, tools and techniques and their application in Professional Social Work Practice 2. Able to develop skills of Facilitation, Analytical Thinking, Leadership Building, Programme Planning, Evaluation and using Programme Media in groups.	A. Summative Assessment: 60 marks B. Formative Assessment: 40 Marks

Content of the Course	Hours
Unit-I Introduction to Social Group Work Chapter No.1: Social Groups: Meaning, Characteristics and Importance. Chapter No.2: Types of Groups: Primary and Secondary, Open and Closed, Formal and Informal Chapter No.3: Evolution of Social Group Work Chapter No.4: Values of Social Group Work	14
Unit-II Social Group Work and its Practice Chapter No. 5: Assumptions and Objectives of Social Group Work Chapter No. 6: Models of Social Group Work Practice Chapter No. 7: Application of Social Group Work with Different Groups:	14

<p>Children, Adolescents, Older Persons, Women and Persons with Disability</p> <p>Chapter No. 8: Areas of Social Group Work Practice in Diverse Settings</p>	
<p>Unit-III Group Process and Dynamics</p> <p>Chapter No. 9: Stages of Group Development</p> <p>Chapter No. 10: Group Dynamics</p> <p>Chapter No. 11: Principles of Social Group Work</p> <p>Chapter No. 12: Social Group Work Process: Facilitation, Role of Group worker, Leadership and Decision Making</p>	12
<p>Unit-IV Skills and Techniques of Social Group Work Practice</p> <p>Chapter No.13: Social Group Work Skills: Facilitation, Analytical Thinking and Leadership Building</p> <p>Chapter No.14: Programme Planning and Evaluation</p> <p>Chapter No.15: Use of Programme Media</p> <p>Chapter No.16: Group Discussion, Group Counselling, Group Decision Making, and Recording in Group work</p>	16

Social Work Field Practicum – Semester III

Course Title	Social Work Practicum	Course Credits	4
Weekly Contact Hours	3 Hours per week	Duration of ESA	Viva voce
Formative Assessment Marks	50	Summative Assessment Marks	50

Course Objectives	Pedagogy	Course Outcomes	Course Assessment
1. To gain experience of working with the people at individual, intra-group, community and organizational levels 2. To critically understand and appreciate programmes and projects of the field work agency. 3. To enhance importance of skills in report writing and documentation.	Lecture, Practical exposure, Fieldwork Training, Fieldwork in the governmental and non-governmental organizations.	1. Able to understand the concept of field work education to develop self-awareness. 2. Able to develop skills in field work report writing, record of the observation visits and engage in meaningful discussions during their individual or group interactions. 3. Able to work with variety of people in their development and provide service to those who are in need of it.	<ul style="list-style-type: none"> • Semester end examination- Viva Voce: 50 marks • Internal Assessment: 50 marks

Field Work Content (Tasks/Activities)

Students are expected to actively participate in at least 50 hours of field work, through the course of which they are also expected to meet target population of the organization and have focused group discussions to understand and analyse the approaches and strategies of intervention used by welfare organizations in the community.

Additionally, they are also expected to compulsorily complete a rural or a tribal exposure camp of at least 20 hours before the third semester comes to an end.

Students are required maintain hand written reports of the field practice, which will be subjected for evaluation.

Field Practicum Guidelines for evaluation:

- Understanding of organizational structure and functions
- Ability to analyse the different tools and techniques used by welfare organizations
- Ability to develop strategies for development in the organization and community
- Recording

Internship Program:

As part of Social Work Field practicum, after completion of III semester, students are expected to identify any social welfare organization and undergo 10 days internship before the commencement of IV semester. This program provides opportunities for students to apply theories and practice skills learned in the classroom to a direct practice experience in an approved social work field agency.

References

- Subedar, I.S. (2001). Field Work Training In Social Work. Jaipur: Rawat Publications
- Sanjoy Roy (2012), Fieldwork in Social Work, Rawat Publication, Jaipur
- Columbia University. (2015), Handbook for Student Social Work Recording, School of Social Work
- Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication
- Kumar,S. (2002), Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.
- Narayana Rao, S. (2002). Counseling and Guidance. Tata McGraw-Hill Publishing Company Ltd O'Hagan,
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- Tata Institute of Social Sciences (1998) Field Work Manual for First Year Social Work, Tata Institute of Social Sciences, Mumbai

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- IGNOU School of Social Work (2013), Field Work Practicum in Social Work Part, https://www.youtube.com/watch?v=a6u_YBsoKCs
- The Maharaja Sayajirao University of Baroda (2019), https://www.msubaroda.ac.in/asset/storage/admission/FSW_Prospectus_2019.pdf

Social Work (Open Elective) – SEMESTER III

SOCIAL DEVELOPMENT AND SUSTAINABLE DEVELOPMENT	
Number of Theory Credits	Number of lecture hours per semester
3	30

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
1. To understand the basic concepts Development 2. To get deeper understanding on Social Development and Sustainable Development according to Social Work Perspective	1. Lecture 2. Assignment 3. Individual and Group Presentation	1. Get acquainted with fundamental concepts of development, social development and Sustainable development. 2. Learn to integrate social development and sustainable development to address the serious challenges of the globe. 3. Develop the abilities to involve oneself actively in the process of sustainable development	A. Summative Assessment: 60 marks B. Formative Assessment: 40 Marks

Content of the Course	Hours
Unit–I Development Chapter No.1: Concept, Meaning and Definition Chapter No.2: Models of Development: Charity Model, Institutionalization Model, Input Model Chapter No.3: Characteristics of under developed, Developing and Developed economies Chapter No.4: Role of Social welfare in the transformation of the Developing societies	10
Unit–II Social Development Chapter No.5: Concept, Meaning and Definition Chapter No.6: Characteristics of Social Development Chapter No.7: Factors influencing Social Development Chapter No.8: Approaches and Strategies of Social Development Chapter No.9: Social Work and Social Development Chapter No.10: Social Progress (Development) Index	10
Unit–III Sustainable Development	

Chapter No.11: Concept, Definition, Objectives, Characteristics of Sustainable Development Chapter No.12: Components: Social, Economic & Environment Chapter No.13: Strategies and Approaches Chapter No.14: Sustainable Development Goals Chapter No.15: Initiatives and Measures of Social Welfare Organizations in Sustainable Development	10
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References:

- Purohita.s (2008). Green technology- An approach – An Approach for Sustainable Environment. Agrobios(India)
- Kulkarni P.D, Social Policy and Social development in India, Madras, Association of school of social work in India.
- Battacharya, Sanjay. (2006) Social Work Administration and Development, Rawat Publications, Jawahar Nagar Jaipur
- Jacob, K.K & Dak, T.M(2001) Social Development – A Compendium. Institute of Social Development, Udaipur
- Hajra Kumar, Social Work, Social Development & Sustainable Development.
- Gore M.S(1989) Social Development, Rawat Publications, Jainpur,
- Jacob K.K (1992) Social Development Perspectives, Himanshu Publications, Udaipur.
- Bedi M.S, (1994) Social Development & Social Work, Himanshu Publications, Udaipur

Social Work (B.A.) - SEMESTER IV

COMMUNITY ORGANIZATION AND SOCIAL ACTION	
Number of Theory Credits	Number of lecture hours per semester
4	48

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
1. To equip with different approaches in Community Organization and Community development programs and Social Action. 2. To develop an attitude and skills for participatory process. 3. To provide students an opportunity to learn hands –on through field work experience.	1. Lecture 2. Assignment 3. Individual and Group Presentation	1. Understand the community organization and Social Action as methods of Social work. 2. Acquire conceptual understanding about different approaches in Community organization and Social action. 3. Understand the role of community organizer in different community settings and develop an attitude and skills for the participatory process. 4. Acquire skills in need assessment, program planning, and implementation and evaluation framework through field practicum.	A. Summative Assessment: 60 marks B. Formative Assessment: 40 Marks
Content of the Course			Hours
Unit–I Community Organization- Meaning and Definitions Chapter No.1: History of Community Organization Chapter No.2: Need for Community Organization Chapter No.3: Objectives of Community Organization Chapter No.4: Principles of Community Organization			12
Unit–II Stages in Community Organization Chapter No. 5: Models of Community Organization: Locality Planning Model, Social Planning Model and Social Action Model Chapter No. 6: Roles of a Community Organizer: Guide, Initiator, Communicator, Enabler, Counsellor, Motivator, Advocate, Mediator, Catalyst, Innovator,			12

Collaborator and Networker, Expert and Evaluator Chapter No. 7: Participatory Rural Appraisal (PRA) –Meaning, Objectives and Methods Chapter No. 8: Rapid Rural Appraisal (RRA) - Basic Concepts	
Unit-III Chapter No. 9: Community Organization: Tools and Techniques Chapter No. 10: Approaches for Community Work – Advantages and limitations Chapter No. 11: Charity and Welfare Approaches Chapter No. 12: Growth Oriented Approaches, Transformative Approach Chapter No.13: Basic Characteristics of Community Development Program Chapter No.14: Critical analysis of Community Development Programs in India	12
Unit-IV Social Action Chapter No.13: Meaning, Definition, Characteristics, Chapter No.14: Steps in Social Action Chapter No.15: Nonviolent method of Social Action Chapter No.16: Social Movement: Meaning and Concept Chapter No.16: Relationship of Social action with Social Movement Chapter No.16: Case studies of Chipko Movement, Narmada Bachao Andolan, Indian Anti-Corruption Movement (2011)	12

Social Work Field Practicum – Semester IV

Course Title	Social Work Practicum	Course Credits	4
Weekly Contact Hours	3 Hours per week	Duration of ESA	Viva voce
Formative Assessment Marks	50	Summative Assessment Marks	50

Course Objectives	Pedagogy	Course Outcomes	Course Assessment
1. To gain experience of working with the people at individual, intra-group, community and organizational levels 2. To critically understand and appreciate programmes and projects of the field work agency. 3. To enhance importance of skills of recording and documentation through report writing.	Lecture, Practical exposure, Fieldwork Training, Fieldwork in the governmental and non-governmental organizations.	1. Acquire understanding of the strategies, skill and techniques required to facilitate participatory, sustainable and integrated development of rural and tribal communities. 2. Able to develop skills in field work report writing, record of the observation visits and engage in meaningful discussions during group interactions 3. Able to develop sensitivity and commitment to work among the disadvantaged rural / tribal communities.	<ul style="list-style-type: none"> • Semester end examination- Viva Voce: 50 marks • Internal Assessment: 50 marks

Field Work Contents (Tasks/Activities)

Students are expected to actively participate in at least 50 field work hours, through the course of which they are also expected to meet target population of the organization and have focused group discussions to understand and analyze the approaches and strategies of intervention used by welfare organizations in the community.

Students are required maintain hand written reports of the field practice, which will be subjected for evaluation.

Field Practicum Guidelines for evaluation

- Understanding of organizational structure and functions
- Ability to analyze the different tools and techniques used by welfare organizations
- Ability to develop strategies for development in the organization and community
- Recording

References

- Subedar, I.S. (2001). Field Work Training In Social Work. Jaipur: Rawat Publications
- Sanjoy Roy (2012), Fieldwork in Social Work, Rawat Publication, Jaipur
- Columbia University. (2015), Handbook for Student Social Work Recording, School of Social Work
- Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication
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- Kieran, etal (2003) Competence in Social Work Practice—A Practical Guide for Professionals, London
- Tata Institute of Social Sciences (1998) Field Work Manual for First Year Social Work, Tata Institute of Social Sciences, Mumbai

Digital References

- IGNOU School of Social Work (2013), Field Work Practicum in Social Work Part, https://www.youtube.com/watch?v=a6u_YBsoKCs
- The Maharaja Sayajirao University of Baroda (2019), https://www.msubaroda.ac.in/asset/storage/admission/FSW_Prospectus_2019.pdf

Social Work (Open Elective) – SEMESTER IV

DISASTER MANAGEMENT: PREPAREDNESS AND RESPONSE	
Number of Theory Credits	Number of lecture hours per semester
3	30

Course Objectives	Teaching Learning Process	Learning Outcomes	Course Evaluation
1. To provide basic conceptual understanding of disasters and its relationships with development. 2. To gain understand approaches of Disaster Risk Reduction (DRR) and the relationship between vulnerability, disasters, disaster prevention and risk reduction. 3. To provide broad understanding about the basic concepts of Disaster Management	1. Lecture 2. Assignment 3. Individual and Group Presentation	1. Increase knowledge and understanding of disaster phenomenon and its impact on society. 2. Acquire skills to address potential effects of disasters and to respond to avert these effects. 3. Develop capacity to respond, manage and mitigate disasters	A. Summative Assessment: 60 marks B. Formative Assessment: 40 Marks

Content of the Course	Hours
Unit–I Concepts and Types of Disaster Chapter No.1: Understanding the Concepts and Definitions of Disaster, Hazard, Vulnerability, Risk, Capacity – Disaster and Development, and Disaster Management. Chapter No.2: Geological Disasters (earthquakes, landslides, tsunami, mining) Chapter No.3: Hydro-Meteorological Disasters (floods, cyclones, lightning, droughts, cold and heat waves) Chapter No.4: Biological Disasters (epidemics, pest attacks, forest fire); Technological Disasters (chemical, industrial, radiological) Chapter No.5: Manmade Disasters (building collapse, rural and urban fire, road and rail accidents, chemicals and biological disasters)	10
Unit–II Disaster Preparedness Chapter No.6: Earthquake, Cyclone, Floods, fire Accidents, landslides Chapter No.7: Risks of future Disasters: Possible future pandemics	10

Chapter No.8: Emergency Planning: Disaster Plan	
Chapter No.9: Disaster supply kit: water, food, first aid supplies, tools emergency supplies.	
Unit–III Disaster Response Chapter No.11: Search, Rescue, Evacuation and Logistics management Chapter No.12: Psychological Response and Management (post-traumatic stress and disorder) Relief and Recovery Chapter No.13: Rehabilitation of victims of the Disaster Chapter No.14: Case study: Indian Ocean Earthquake (2004), Cyclone Disaster Management	10

References

- Murthy, D.B.N. (2008). Disaster Management: Text and Case Studies. Deep Deep Publications Pvt. Ltd, New Delhi
- Reza, B.K. (2010). Disaster Management. Global Publications Delhi
- Karunanidhi, K.(2015). Disaster Management: Relief, Rehabilitation and Mitigation. Alfa Publications. New Delhi.
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- Sekar, K (2006). Psychosocial Support in Tsunami Disaster: NIMHANS responses. Disaster and Development, 1.1, pgs 141-154.
- Inter-Agency Standing Committee (IASC) (Feb. 2007). IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings. Geneva: IASC.
- Alexander David, 2000 Introduction in 'Confronting Catastrophe', Oxford University Press. 12. Andharia J. 2008 Vulnerability in Disaster Discourse, JTCDM, Tata Institute of Social Sciences Working Paper no. 8,

Semester: V

Course Title: **Social Policy, Planning and Development (Theory)**

Course Code : **G111 DC1.5 (Va)**

No. of Credits **04**

Contact hours : **60 Hours**

Duration of SEA/Exam : **2 ½ hours**

Formative Assessment Marks: **40**

Summative Assessment Marks: **60**

Course Pre-requisite(s):

Course Outcomes (COs): After the successful completion of the course, the student will be able to:

CO1. Understand the concept of Social Policy and Social Planning;

CO2. Understand the concept and nature of Development and Human Development.

Contents

60 Hrs

Unit 1: Introduction to Social Policy

1. Public Policy and link between Public Policy and Social Policy, Importance of Public Policy
2. Social Policy: Concept, Definitions, Characteristics, Scope and Objectives, Micro and Macro level
3. Social Policy: Principles, Models, and Determinants
4. Indian Constitution as the source for social policy
5. Overview of Social Policy in India

Unit 2: Understanding Social Planning

15 Hrs

1. Social Planning: Concept, Definitions and Objectives
2. Social Planning: Process, Functions and Types (State and National)
3. Social and Economic Planning: Similarities and Dissimilarities
4. NITI Aayog: Structure and Functions

Unit 3: Nature and Concept of Development

15 Hrs

1. Development: Concept, Definitions, Types and Objectives
2. Economic Development: Concept, Definition, Objectives and Prerequisites
3. Social Development: Concept, Definition, Objectives and Prerequisites
4. Sustainable Development: Concept, Definition, Objectives and Goals

Unit 4: Human Development

1. Human Development: Concept, Definition and Objectives
2. UNDP and Human Development
3. Salient Features of Karnataka's Human Development Indicators
4. Approaches to Human Development

Reference:

Alfred J. Kahn, "Theory and Practice of Social Planning," Russell Sage Foundation, New York, 1969.

Chakravorthy, Sukhamoy, "Development Planning: The Indian Experience", Oxford University Press, 1977.

Datt and Sundharam, "Indian Economy", S.Chand and Company Ltd, 1995.

Dreze Jean and Sen Amartya (1996): Indian Development: Selected Regional Perspectives, Delhi:Oxford University Press.

Gore, M.S. (1985): Social aspects of development, Jaipur: Rawat.

Kulkarni, "Social Policy and Social Development in India", Association of Schools of Social Work in India, 1979.

FIFTH SEMESTER
SOCIAL WORK FIELD PRACTICUM (60 hours of work)
Paper Code: G111 DC 3.5 (P)(Va)

COURSE OUTCOMES:	
CO 1:	Develop an ability to study the various determinants of social policy like health, education, housing, employment, social and economic conditions at the local community level.
CO 2:	Develop an ability to understand the local politics and power structures
CO 3:	Develop a plan of action to organize one policy awareness program in community

Objectives

1. To offer purposeful learning, experience to students through interaction with groups and communities under supervisory guidance, contributing to professional growth in terms of knowledge, skills and attitudes
2. To foster attitudes in Students towards professional self-development, increasing awareness of social issues and policy interventions.
3. To develop in students the required skills to do justice to the principles and values of social work.
4. To enable students and enhance capacity to relate the theory to practice.
5. To organize social policy awareness programmes in the community

Evaluation

Evaluation by Faculty Supervisor (25 Marks) VIVA-VOCE by External + Internal
Examiners (25 marks)

Guidelines for evaluation

1. Adjustment in the Agency and community, Agency administration: understanding Agency's policies and goals, understanding agency structure; politics, power structures and communication patterns in the community, ability to integrate and organise programmes in the community and work as a team member
2. Development of professional values
3. Application of Social Group Work and Community Organization methods.
4. Recording and maintaining a time sheet with the signature of the agency supervisor and field work supervisor taken during every field work and a seal of the agency.

Eligibility Criteria

75% of field work attendance is mandatory to be eligible to attend the field work Viva Voce.

Students will be placed in communities or agencies in the communities for field work practicum and are expected to complete 60 hours of field work. Students are required

to maintain hand written reports of every field work practice, which will be subjected for evaluation.

Academic Aptitude	Personal and Professional Aptitude	Societal Aptitude
1.1 Professional Knowledge & Attitude	2.1 Understanding Self & Self Guiding Principles	3.1 Moral, Ethical & Cultural Issues
1.2 Knowledge of Programme Media & Information Literacy	2.2 Ability to Develop Professional Skills	3.2 Professional & Social Responsibility
1.3 Understanding of Individual/ Group/ Community Issues	2.3 Ethical & Psycho Social Sensibility	
1.4 Application of Scientific Knowledge & Skills	2.4 Application of Social Work Skills & Techniques	
1.5 Critical Evaluation Social Work Theory and Practice	2.5 Ability to Work with Individual, Group & Community	

Program Name	BA Social Work	Semester	V
Course Title		Domains of Social Work Practice-I	
Course Code:	G111 DC 2.5 (V b)	No. of Credits	04
Contact hours	60 Hours	Duration of SEA/Exam	2 ½ hours
Formative Assessment Marks	40	Summative Assessment Marks	60

Course Pre-requisite(s):

Course Outcomes (COs): After the successful completion of the course, the student will be able to:

CO1. Gain opportunity in understanding contemporary fields of social work profession

CO2. Influence to practice, analyze and evaluate social work interventions

Contents **60 Hrs**

Unit I: Child Welfare **15**

1. Introduction to different domains of Social Work Practice, Child: Meaning, Definition and Stages of Childhood
2. Needs and Problems of Children
3. Personality Development in childhood: Role of Family, Peer Group, Neighbourhood, School
4. Child Neglect and Abuse; Children in conflict with law- Causes and Effects; **Role of Social Worker in Mitigating the Issues of Children;** National Policy on Children

Unit II: Family Welfare

1. Family: Meaning, Definition, Importance and Functions
2. Types of families: Joint, Extended, Nuclear, Single Parent and Female Headed
3. Family Welfare: Meaning, Definition, Scope and Importance
4. Family Welfare Programmes in India; Problems in Contemporary Families; Family Crisis Intervention; **Role of Social Worker in Family Counselling,** Changing scenario of Indian Families: Issues and concerns

Unit III: Youth Welfare **15**

1. Youth Welfare: Meaning, Definitions and Importance
2. Needs and Problems of Youth; Youth Unrest, Youth in Conflict
3. Profile of Youth in India
4. Youth Programmes and Services, National Youth Policy, **Role of Social Worker in Mitigating the Issues of Youth**

Unit IV: Elderly Welfare

1. Elderly: Meaning and Definition
2. Needs and Problems of Elderly (Intergenerational Gap)
3. Profile of Elderly; Constitutional and Legislative Provisions for the Welfare of the Elderly
4. Neglect and Elderly Abuse; Institutional and Non-institutional Services for the Elderly, National Policy on Older People; Geriatric Social Work

References

1. Chowdhry, D.P (1979), Social Welfare Administration, Atma Ram & Sons, Delhi.
2. Hebsur, R.K. (ed) (1996), Social Intervention for Justice, TISS, Mumbai
3. Herbert, Martin (1988), Working with Children and Their Families, Lyceum Books Inc., Chicago.
4. Shekar, Sanobar (1982), "Another Look at the Social Work Approach to Corrections," Indian Journal of Criminology, 10, 1, January, pp.56-58.
5. Sikk, K.D. (1980), "Professional Social Work in Correctional Institutions," Indian Journal of Criminology, 8, 1, January, pp.55-61.

FIFTH SEMESTER

SOCIAL WORK FIELD PRACTICUM - (48 hours) Paper Code: G111 DC 4.5 (P)(V b)

COURSE OUTCOMES:	
CO 1:	Understand the functioning of structured setting/agency-Primary or Secondary
CO 2:	Understand in depth the application of social work methods in dealing with individuals and groups.
CO 3:	Develop the ability to do interventions ensuring client's participation.
CO 4:	Develop skills in recording, writing academic articles based on practical experience.

OBJECTIVES:

1. To offer purposeful learning, experience to students through interaction with real life situations under supervisory guidance, contributing to professional growth in terms of knowledge, skills and attitudes
2. To foster attitudes in students towards professional Self-development, increasing Self-awareness and appreciation of both capacities and limitations
3. To develop in students the required Skills in helping the needy through application of Social Welfare Administration.
4. To plan and execute social welfare activities.

Field Practicum Guidelines for evaluation

1. Adjustment in the Agency, Agency administration: understanding Agency's policies and goals, understanding agency structure, communication patterns, and decision-making patterns, developing skills in agency management, ability to integrate and work as a team member.
 2. Development of professional values
 3. Professional skills: social work with individuals (Social Case Work), social work with groups (Social Group Work) and
4. Recording
- Evaluation
- Evaluation by Faculty Supervisor and VIVA-VOCE by External (25 Marks)
- Evaluation by agency supervisor (25 marks)

Guidelines for evaluation

1. Adjustment in the Agency, Agency administration: understanding Agency's policies
2. and goals, understanding agency structure, communication patterns, decision making
3. patterns & ability to integrate and work as a team member
4. Development of professional values
5. Application of Social Case Work method, Social Group Work and Community Organisation
6. Recording

Academic Aptitude	Personal and Professional Aptitude	Societal Aptitude
1.1 Application of Scientific Knowledge & Skills		3.1 Community Welfare & Social Wellbeing
1.2 Theoretical Understanding	2.1 Ability to Develop Professional Skills	3.2 Understanding Social Issues, Problems & Fields

Program Name	BA Social Work	Semester	VI
Course Title		Domains of Social Work Practice -II	
Course Code:	G111 DC 1.6 (VI a)	No. of Credits	4
Contact hours	60 Hours	Duration of SEA/Exam	2 ½ hours
Formative Assessment Marks	40	Summative Assessment Marks	60

Course Pre-requisite(s):

Course Outcomes (COs): After the successful completion of the course, the student will be able to:

CO1. Develop understanding of different areas of social work practice like correctional social work, medical, psychiatric and school social work

CO2. Know about the community and ecological development

CO2. Understand the role and functions of social workers in different settings

Content

60 Hrs

Unit 1: Occupational and Correctional Social Work

15

1. Organized and Unorganized Labour: Concept, Definition, Characteristics and Issues
2. Scope of Social Work Practice in Industry
3. Concept of Labour Welfare, Industrial Relations and Human Resource Management
4. Correctional Social Work: Concept, Definition, Characteristics and Problems
5. Social Work Practice in Occupational and Correctional Settings

Unit 2: Community and Ecological Development

15

1. Community Development: Concept and Evolution
2. Rural, Urban and Tribal Community Development Programmes
3. Ecology and Development: Concept and Inter linkages
4. Stakeholders Participation in Environmental Conservation

Unit 3: Medical, Psychiatric and School Social Work

15

1. Medical and Psychiatric Social Work: Concept, Meaning, Definitions and Scope
2. Role and Functions of Medical and Psychiatric Social Workers
3. School Social Work: Concept, Need and Challenges
4. Right to Education, Sarva Shiksha Abhiyan

Unit 4: Gender and Empowerment

1. Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual (LGBTQIA+):
2. Meaning, Characteristics and Challenges
3. Advocacy, Legal Rights and Human Rights
4. Women Empowerment: Concept, Definition, and Current Status
5. Policies and Programmes for Women's Empowerment

References

1. Baig, Tara Ali. 1976. Women Power of India. New Delhi: Sultan Chand and Sons. Baig, Tara Ali. 1976. Women Power of India. New Delhi: Sultan Chand and Sons.
2. Chand, R and S K Srivastava (2014): "Changes in the rural labour market and their Implication for Agriculture," Economic & Political Weekly, Vol 49, No 10, pp 47-54
3. High Level Committee (2014) Report of the High Level Committee on socio - economic, health and educational status of tribal communities of India. Ministry of Tribal Affairs, Government of India.
4. Omvedt, Gail. 1997. "Why Dalits Dislike Environmentalists." *The Hindu*, 24 June, sec. Opinion. <http://ces.iisc.ernet.in/hpg/envis/doc97html/envenv627.html>.
5. Srinivas, M. N. 1966. Social Change in Modern India. Bombay: Orient Longman.
6. Shekar, Sanobar (1982), "Another Look at the Social Work Approach to Corrections," *Indian Journal of Criminology*, 10, 1, January, pp.56-58.
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8. Tripathi, P.C. (2003). Human Resource Development, Sultan Chand & Sons, New Delhi
9. Verma, R. C (2017) "Tribal Land." In *Indian Tribes Through the Ages*. Publications Division, Ministry of Information and Broadcasting, Government of India.

Academic Aptitude	Personal and Professional Aptitude	Societal Aptitude
1.1 Theoretical Understanding	2.1 Ability to Develop Professional Skills	3.1 Understanding Social Issues, Problems & Fields
1.2 Professional Knowledge & Attitude	2.2 Ethical & Psycho Social Sensibility	3.2 Cooperation, Collaboration & Participation

Program Name	BA Social Work	Semester	VI
Course Title		Social Welfare Administration (Theory)	
Course Code:	G111 DC 2.5 (VI b)	No. of Credits	4
Contact hours	60 Hours	Duration of SEA/Exam	2 ½ hours
Formative Assessment Marks	40	Summative Assessment Marks	60

Course Pre-requisite(s):

Course Outcomes (COs): After the successful completion of the course, the student will be able to:

- CO1. Understand concept of Social Welfare and Social Welfare Administration
- CO2. Understand the Structure and Components of Social Welfare Administration
- CO3. Understand the relevance of Social Welfare Administration for Social Workers

UNIT I

12 Hours

Conceptual Framework:

Introduction to Social Policy and Social Planning
 Social Welfare and Social Service: Differences
 Concept of Administration, Organization and Management
 Social Welfare Administration and Public Administration- Differences
 Social Welfare Administration as a Method of Social Work
 Basic Principles of Social Welfare Administration

UNIT II

12 Hours

Registration of Social Work Organizations:

Society Registration Act 1860: The Need and Importance of Registration, The Conditions and Procedure required for registration

Grant in Aid: Concept

Prerequisite and criteria for release of Grant in aid
Administrative set up of Social Welfare at Central and State Central Social Welfare Board: Composition, Objectives Programmes and schemes of Central Social Welfare Board:

State Social Welfare Advisory Board (SSWAB). Composition and role, Fundraising activity in India- FCRA

Network of NGO's in achieving SDG's

UNIT III

12 Hours

Administrative Processes- Planning, Organizing & Staffing

Planning: Importance, Principles of Planning, Steps involved in Planning. Organizing: Fundamental Principles of Organizing, Organizing Processes and Steps Staffing: Recruitment, Selection, Appointment, Orientation, Promotion, Appraisal and Termination

UNIT IV

12 Hours

Administrative Processes- Directing, Coordinating, Reporting & Budgeting Direction: Importance and Strategies of Direction and Supervision Coordination: Principles and Techniques

Reporting: Importance and Steps involved in Reporting Budgeting: Types and Steps involved in Budgeting Monitoring and Evaluation: Purpose and Methods of Monitoring and Evaluation

References:

Dencicolo, P., & Becker, L. (2012). *Developing Research Proposals*. Sage Publications India Pvt.Ltd.

Goel, S. L., & K, J. R. (n.d.). *Social Welfare Administration; Theory and practice* (Vol. I).

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Rubin, A., & Babbie, E. (2011). *Methodology for social work research* . New Delhi : Cengage Learning India Pvt. Ltd.

Sachdev, D. R. (2013). *Social welfare administration* . New Delhi : Kithab Mahal Publishers.

Program Name	BA- Social Work	Semester	VI
Course Title	Corporate Social Responsibility (Theory)		
Contact hours	48 Hours	Duration of SEA/Exam	21/2 hours
Formative Assessment Marks	40	Summative Assessment Marks	60

Course Pre-requisite(s):	
Course Outcomes (COs): After the successful completion of the course, the student will be able to: CO1. Understand the conceptual framework of CSR CO2. Understand the legal framework of CSR CO3. Understand the CSR practices and role of Social Workers	
Contents	48 Hrs
Unit I: Corporate Social Responsibility (CSR) 1. CSR: Concept and Definition, Concept of Corporate Governance, Evolution of CSR 2. Nature and Scope of CSR, Principles of CSR 3. Best Practices of CSR: Global and Indian Experiences 4. Social Work Profession and Corporate Social Responsibility, Environment Sustainability	16
Unit II: Provisions of CSR under Companies Act, 2013 1. Introduction to CSR Mandate 2. Important Legal Provisions in Accordance to Schedule VII 3. Financial Provisions under Corporate Social Responsibility (Article 135) of Companies Act 2013 4. Structure and Functions of CSR Committee	16
Unit III: Corporate Philanthropy 1. Potential Benefits of Philanthropic Model of CSR 2. Creating Community Awareness Regarding Patterns of Philanthropic CSR 3. Developing Networking with NGOs, Global perspectives of CSR 4. Case studies of CSR: Azim Premji Foundation, Akshara Foundation, MRPL	16

References:

- Aguinis, H., and G. Ante. (2012). "What We Know and Don't Know about Corporate Social Responsibility: A Review and Research Agenda." *Journal of Management* 38, no. 4, p. 933.
- Andal, N. B. (2011). *Corporate Social Responsibility in India*. Haryana: Global Vision Publishing House.
- Authers, J. (2013.) "Today's Liquid Markets Are Open to Hayekian Criticism." *Financial Times*, p. 12.
- B Al Gore and D. Blood. (2006) "For People and Planet." *The Wall Street Journal*, p. A20.
- Baxi, C. V., and Prasad, A. (2005). *Corporate Social Responsibility Concept and Causes The Indian Experience*. New Delhi: Anurag Jain for Excel Books.
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- Raghunathan, Meena (2022). *Doing Good: Navigating the CSR Maze in India*. India: Harper Business
- Samuel O Idowu, Walter Leal Filho(2009). *Professional's Perspectives of Corporate Social Responsibility*. (2009). Germany: Springer Berlin Heidelberg.
- Durazo, M., Saenz, A. (2017). *Perceptions of Corporate Social Responsibility and Social Workers Amongst Corporate Business Managers*. United States: California State University, Northridge.
- Koch, F. (2012). *The New Corporate Philanthropy: How Society and Business Can Profit*. United States: Springer US.
- Dirk Eilinghoff (ed). *Rethinking Philanthropic Effectiveness: Lessons from an International Network of Foundation Experts*. (2005). Germany: Brookings Institution Press.

SIXTH SEMESTER

SOCIAL WORK FIELD PRACTICUM - (48 hours) Paper Code – G111 DC 4.6 (P) (VI b)

COURSE OUTCOMES:	
CO 1:	Understand the functioning of structured setting/agency-Primary or Secondary
CO 2:	Understand in depth the application of social work methods in dealing with Individuals and groups.
CO 3:	Develop the ability to do interventions ensuring client's participation.
CO 4:	Develop skills in social work research, writing academic projects.

OBJECTIVES:

1. To offer purposeful learning, experience to Students through interaction with real life situations under supervisory guidance, contributing to professional growth in terms of knowledge, skills and attitudes
2. To foster attitudes in Students towards professional Self-development, increasing self-awareness appreciation of both capacities and limitations
3. To develop in Students Social Work Research Skills to find solutions and devise better social work interventions.
4. To plan and execute community organization activities.

Field Practicum Guidelines for evaluation

1. Adjustment in the Agency, Agency administration: understanding Agency's policies and goals, understanding agency structure, communication patterns, and decision-making patterns, developing skills in agency management, ability to integrate and work as a team member and navigate power structures in the community.
2. Development of professional values and Professional skills.
3. Recording

Students will choose agencies for internship after the completion of 6th semester and are expected to complete 10 days of internship. Students are required to maintain hand written reports of the field practice, which will be subjected for evaluation. Students are also required to attend a compulsory workshop on social work research

Evaluation

Evaluation by Faculty Supervisor and VIVA-VOCE by External (25 Marks)
Evaluation by agency supervisor (25 marks)

Guidelines for evaluation

5. Adjustment in the Agency, Agency administration and communities: understanding Agency's policies and goals, understanding agency structure, communication patterns, decision making patterns & ability to integrate and work as a team member;

understanding the complex power structure in the community, study the community issues and develop social work intervention strategies.

6. Development of professional values.
7. Application of Social Case Work method, Social Group Work and Community organization method.
8. Recording and maintaining a time sheet with the signature of the agency supervisor and field work supervisor taken during every field work and a seal of the agency.

Eligibility Criteria

75% of attendance in field work is mandatory and the final field work report to be eligible to attend the field work Viva Voce.

Students will be placed in agencies/communities for field work practicum and are expected to complete minimum 60 hours of field work. Students are required to maintain hand written reports of the field practice.

Students are also required to complete block placement of 15 days in NGOs/CBOs/Industry/Hospitals/Schools/Think Tanks.

PATTERN OF EXAMINATION

Pattern of **40:60** for Formative Assessment (Continuous internal assessment-) and Summative (Semester End examinations)

Formative Assessment:40	
Assessment Occasion/ type	Weightage in Marks
Written Tests (2)	10+10
Assignment/Case Studies	10
Seminar	05
Attendance	05
Total	40

END – SEMESTER -QUESTION PAPER PATTERN (From 2021 onwards)

TOTAL = 60 marks/ 2.30 hours duration

PART A: ANSWER ANY FIVE OF THE FOLLOWING: 5 X 2= 10

(Out of EIGHT ANY FIVE with at least one question from each module)

PART B: ANSWER ANY FIVE OF THE FOLLOWING: 6X5=30

(Out of NINE ANY SIX with at least one question from each module)

PART B: ANSWER ANY TWO OF THE FOLLOWING: 2X10=20

(Out of FIVE ANY TWO with not more than one question from each module)

INTERNSHIPS under UGC regulation, 2023.

INTERNSHIP GUIDELINES

NEP 2020 has devised transformative initiatives in the field of higher education. The skills required for developing employability ingenuities are fostered by introducing internship as an important component in the curriculum.

Internship is provided in two modes-

- i. Internship for enhancing the employability
- ii. Internship for developing the research aptitude

As per the UGC Guidelines for **“Implementation of Internship/Research Internship for Undergraduate Students”** our institution has structured the internship course under the following categories-

i. Internship for enhancing the employability

The interns may pursue their internships in varied industries perse and go beyond the clusters prescribed by the central, state, micro and local governments. An indicative list is provided by UGC which comprises of –

1. Trade and Agriculture Area
2. Economy & Banking Financial Services and Insurance Area
3. Logistics, Automotive & Capital Goods Area
4. Fast Moving Consumer Goods & Retail Area
5. Information Technology/Information Technology enabled Services & Electronics Area
6. Handcraft, Art, Design & Music Area
7. Healthcare & Life Science Area
8. Sports, Wellness and Physical Education Area
9. Tourism & Hospitality Area
10. Digitisation & Emerging Technologies (Internet of Things/Artificial Intelligence/Machine Learning/Deep Learning/Augmented Reality/Virtual Reality, etc.) Area
11. Humanitarian, Public Policy and Legal Service Area
12. Communication Area
13. Education Area

14. Sustainable development Area
15. Environment Area
16. Commerce, Medium and Small-Scale Industries Area and other areas approved by the statutory bodies of the institution from time to time.

ii. Internship for developing the research aptitude

Building of the research aptitude is a formative way to uncover facts and present the outcomes in an organised manner. Research internship aims at providing hands-on training to work on research tools, techniques, methodologies, equipment, policy framework and various other aspects in pursuing quality research.

The research interns can apply in research institute, research lab, national or internationally reputed organizations, research labs, working with faculty, mentors from distinguished fields.

INTERNSHIP STRUCTURE

- Internship is organised, executed and monitored by the Research & Development Cell (RDC) of the institution.
- Since the internship is time bound, a research supervisor is assigned to the interns for sharing expertise and follow up of their Internship Progress.
- Orientation sessions and interaction faculty-wise was initiated.
- A Nodal Officer was appointed along with four block-wise coordinators to harness the possibilities and effectively implement internship at department level.
- Internship Report Format is drafted for maintaining the uniformity in reporting ethos.
- The Nodal Officer is in charge of corresponding with the Internship Providing Organization (IPO) is any organization, HEI, philanthropy, farmer, government organization, R&D institutions, research labs, artisans, enterprises, institution/person of eminence, cooperatives, corporates providing an opportunity to the student for Internship during the programme.
- The Nodal Officers along with the block coordinators must be approached in case of any issues and will be responsible for any official registration, enrollment and upkeep of the internship programme and the students.

- Internship Supervisors/ Mentors are appointed and a lot of students are assigned to them who in turn are responsible to ensure the authenticity of the internship certificate provided and monitor the hours of the work undertaken by the interns.
- Students may apply for Internship Programme through the Nodal Officer or Online Internship Apps such as Internshala, Go Intern and so on to avail the Internship Offers.
- It is preferred to undertake internship in physical mode. Digital Mode or Group Internships are an option.
- Internship Reports must be endorsed by the Internship Supervisor/ Mentor.

ACADEMIC CREDENTIALS

- The internship as a course is mandatory for the under-graduate level fetching 2 credits each.
- For an internship, one credit of Internship means two-hour engagement per week.
- 60 – 90 Hours is mandatory to be undertaken by every student who is interning in any of the modes mentioned above.
- Hands-on training/ Orientation is mandatory before commencement of the internship/research internship programme.

EVALUATION

Report writing (15-20 pages)- Format will be sent to the Internship Mentors/ Project Guides	20 Marks
Powerpoint Presentation	10 Marks
Viva Voce (One to One)	10 marks
External Assessment (Internship)/ External Evaluation (Project Report)	10 Marks
Total	50 Marks
Number of Hours	60 hours (Internship)

EVALUATION AND ASSESSMENT COMPRISES OF-

- Activity logbook and evaluation report of Internship Supervisor
- Format of presentation and the quality of the intern's report
- Acquisition of skill sets by the intern

- iv. Originality and any innovative contribution
- v. Significance of research outcomes
- vi. Attendance

ANNEXURE

FORMAT OF THE INTERNSHIP REPORT



ST ALOYSIUS COLLEGE (AUTONOMOUS) MANGALURU

INTERNSHIP REPORT FORMAT

1. Title Page (1 page)

- Student Name, Class, Register Number, Name of the College
- Name of the Company
- Internship Dates (Duration – Date of commencement –Date of completion)
- Certificate from Dean/Head of Department **(1 page)**
- Declaration by the Student **(1 page)**
- Certificate from the Internship Mentor **(1 page)**
- Company Certificate with Official Logo and Authorized Signature **(1 page)**

REFER SAMPLE 1 to SAMPLE 6 ANNEXED TO THIS FORMAT (Page No. 3 - Page No. 6)

2. Table of Contents (1 page)

- Keep it in Tabular Form
- Serial Number, Particulars and Page Number (three columns)

3. Acknowledgements (1 page)

(Mention how they helped you and what you learnt from each person)

4. Brief Profile of the Company/entity (2 pages)

- History- Vision- Mission of the Company
- Regular Business Activities (Broad/Specific)
- Intern's role in Overall Work Scheme

5. Tasks Assigned (1 page)

- Mention in points the various tasks assigned

6. Learning Objectives (1 page)

(Example: three objectives are mentioned- any other objective kindly mention)

- Mention the following learning objectives-
 - ✓ To pursue internship in a company or an institution which gives opportunity to explore and nurture our skills.
 - ✓ To undertake experiential learning to improvise the technical and social skills.
 - ✓ To build curriculum vitae and strengthen the work experiences.
 - ✓ Any other (kindly specify)

7. Responsibilities including Job Description (7 pages)

- Internship Position in the Company (Example: Database Management Assist as Designation)
- Day Wise Report (Mention- Date, Time, Venue, Staff In-charge Name and Designation, Detailed report on daily basis)
- Mention Specific Tasks, Skills you learnt and experiences that developed you professionally.
- Mention even the talks, seminars attended, training sessions attended.
- Attach the relevant documents and certificates and evidential documents.

8. Skills and Experiences (Learning Outcomes) (1 page)

- Specific skills developed relate it to educational experiences and your career goal.
- Professional traits acquired.

9. Conclusion (1 page)

- Potentialities for future internships
- Helping the organization in better understanding of the need and interest of interns.

10. Annexure

- Attach relevant documents, certificates and photographs



Principal

22-01-2023


Registrar

SAMPLE 1

Title page



ST ALOYSIUS COLLEGE (AUTONOMOUS) MANGALURU

Internship Report on ----- (area of work)
at ----- (name of the company, place)

Submitted to St Aloysius College (Autonomous), Mangaluru in partial fulfillment of the
requirements for the award of the

Degree of Bachelor ofjh

B.

By

(Name of the Student)

(Class and Register No)

Under the guidance of

Name and address of Internal Guide

2023 - 2024

SAMPLE 2

Certificate from the Dean/HOD



FACULTY OF

ST ALOYSIUS COLLEGE (AUTONOMOUS)

LIGHT HOUSE HILL ROAD, MANGALORE – 575 003

CERTIFICATE

This is to certify that Mr./Ms bearing Register number..... has successfully completed his/her internship on (area of work) at(name of the company and place).

This internship report is prepared after having undergone internship for the period as stipulated by the College and is submitted to St Aloysius College (Autonomous) Mangaluru, in partial fulfilment of the requirements for the award of the Degree of Bachelor of during the year 2023-24.

Date:

Signature with name and Designation

Place:

Seal

SAMPLE 3

Declaration by the student

DECLARATION

This is to certify that this internship report has been prepared by me after undergoing internship from.....to.....(duration) at
(name of the company and place). This report is my original work and is being submitted for the partial fulfilment of the requirements of the award of the Degree of

This report has not been submitted earlier to this College or any other Universities/Institutions for the fulfilment of the requirements of the course of the study.

Date:

Signature

Name of the student

Place:

Register No

SAMPLE 4

Certificate from Internship Mentor



CERTIFICATE

This is to certify that (Name of the student),
Register Number....., of, has successfully
completed his/her internship
on..... (area of work) at
..... (name of the company and place), in partial fulfilment of
the requirements for the Degree of The internship report has been prepared by
him/her under my guidance and supervision. I further certify that no part of this report
has been submitted for the award of any degree, diploma, fellowship or such other
similar title.

Name and Designation of the Internship Mentor:

Date:

Place:

Signature

(Internship Mentor)

SAMPLE 5

Certificate of Performance from the company in its letter head

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr/Ms (name of the student),
..... (Reg No), student of B.Com at St Aloysius College (Autonomous)
Mangaluru, has done his / her internship in our company on
....., (area of work), for the purpose of partial requirements for
the award of the Degree of Bachelor of Commerce. He /She has completed the
internship from our company for the period from to (date of
internship).

During his/her tenure of the internship his/her conduct and character was good.

Signature

Name and Designation

Company seal

Date:

Place:
