



## **RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017).)”

### **DIRECTION No.29 of 2023.**

#### **ADMISSIONS AND EXAMINATIONS LEADING TO THE AWARD OF THE DEGREE OF BACHELOR OF SOCIAL WORK (CBCS) DIRECTION, 2023.**

Whereas, Maharashtra Public Universities Act, 2016 (VI of 2017) (hereinafter the Act) has come into force from 1<sup>st</sup> March 2017; and the same has been made applicable to the Rashtrasant Tukadoji Maharaj Nagpur University (hereinafter the “University”).

AND

Whereas, the University has issued Direction to 27 of 2022 dealing with the composition of the four faculties, created by the Act, where under the existing different faculties of the University have been merged into the four new faculties created by the Act, by which the subject of social work has been included in the faculty of Inter-disciplinary Studies;

AND

Whereas, the Board of Studies for the subject of Social Work in its meeting held on 28-02-2019 vide item No. 1(A) has considered, accepted and recommended to the Faculty, for its acceptance, the syllabi with draft direction and the scheme of examination of semesters I to VI of the Bachelor of Social Work (Semester Pattern) (Three Year Graduate Degree) Course;

AND

Whereas, the Faculty in its meeting held on 30-05-2019 has considered and accepted the syllabi with draft direction and Scheme of examination of semesters I to VI of the Bachelor of Social Work (Semester Pattern) (Three Year Degree Course);

AND

Whereas, the University has issued Direction No. 10 of 2019 prescribing “conditions for conduct of undergraduate and post graduate examinations based on credit based/choice based credit system, in all faculties, Direction, 2019” on 06/06/2019, prescribing certain conditions relating to maximum and minimum passing marks in the theory /practical subjects prescribed in the semester of a course, the maximum theory and practical subjects in a semester, rules of exemption and ATKT, and also the coding pattern for the subjects in each semester of the course;

checked.  
D.L.  
Dr. R. K. M. M. S.

*(Red signature)*

*(Blue signature)*



AND

Whereas, The National New Education Policy of India has come into force from 29<sup>th</sup> of July 2020;

AND

Where as, the Direction No. 7 of 2018 dealing with the admissions and examinations leading to the award of the degree of Social Work (CBCS semester pattern), could not be converted into an Ordinance within six months of its issuance and therefore, lapsed by virtue of proviso to section 12(8) of the Maharashtra Public University Act 2016 necessitating issuance of a new Direction incorporating the provisions of Direction No. 7 of 2018 and Direction no. 43 of 2019 was issued;

AND

Whereas, the special Task Committee in Social work in its meeting held on 12-10-2022 and 07.06.23 has now considered accepted and recommended to the faculty for its acceptance, the revised syllabi with draft Direction and the scheme of examination of semesters I to VI of the Bachelor of Social work (semester Pattern) (Three year degree) course to be made effective from the session 2022-2023;

AND

Whereas, Hon'ble Vice-Chancellor has accepted the recommendation of the special task committee in social work regarding the revised syllabi on behalf of the faculty of Humanities and the Academic Council in exercise of the powers vested in him Under Section 12(7) of the Act;

**Now**, therefore, I, Dr. Subhash R. Chaudhari, Vice-Chancellor, in exercise of my powers under section 12(8) of the Act, do hereby issue the following Direction;

1. This Direction may be called "Admissions and Examinations Leading to the Award of the Degree of Bachelor of Social Work (CBCS) Direction, 2023".
2. The Direction shall come into force from the date of its issuance, however all the actions taken under the lapsed Direction shall be considered to be undertaken under the authority of this Direction and provisions of this direction shall be applicable from the academic year 2022-23.
3. In this Direction unless the context requires otherwise;
  - a. "ATKT" means "Allowed to Keep Term" in the higher semester, as per the rules herein.
  - b. "Board of Studies" means Board of studies of the University in the discipline/subjects concerned.



- c. "Course" means a theory, practical (or the combination of theory and practical) subject, and research project, prescribed for any semester and carrying maximum and minimum passing marks, which a student, admitted to the programme of the Bachelor of Social Work (Choice Based Credit System) has to study in order to become eligible for the award of the Degree under this Direction.
- d. "Credit" means the unit by which the course work is measured. It is measured in terms of weekly class hours assigned to a Course.
- e. "Credit Point" (CP): It is the value obtained by multiplying the Grade Point by the Credit i.e. No. of Credits assigned for the course x Grade Points secured for that course.
- f. "Cumulative Grade Point Average (CGPA)": CGPA refers to the Cumulative Grade Point Average weighted across all the semesters. It is obtained by dividing total number of credit points in all the semesters by the total number of credits in all the semesters.
- g. "Degree" means the Graduate Degree of Bachelor of Social Work.
- h. "Grade Letter": It is an index to indicate the performance of a student in a particular course/ Paper. It is the transformation of actual marks secured by a student in a course/paper. It is indicated by a Grade letter O,A,B,C,D,E and F. There is a range of marks for each Grade.
- i. "Grade Point": Grade Point is weight allotted to each grade letter depending on the marks awarded in a course/paper
- k. "Programme" means the Graduate Degree Programme of Bachelor of Social Work (Choice Based Credit System) (for short "B.S.W." programme) under this Direction.
- l. "Student" means a student admitted to the programme under this Direction.
- m. "Semester Grade Point Average (SGPA)": SGPA indicates the performance of a student in a given Semester. It is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.





n. "University": means Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

4. **Eligibility for Admission to the course:** A Student passed with higher secondary examination (10+2 pattern), or Certificate course in social work or any other equivalent course, shall be eligible to take admission in the undergraduate course governed by this Direction.
5. The duration of the programme, Bachelor of Social Work (CBCS) shall be of three academic years consisting of six semesters with the University examinations at the end of each semester.
6. **Medium of Instruction:** Medium of instruction shall be Marathi, Hindi or English.
7. **Programme Structure:** Following shall be the structure of the Bachelor of Social Work programme. This programme shall comprise theory papers, field work practicum and Research Project spread in various semesters as described and detailed herein;

**Outline of the Program Structure (CBCS) w.e. f. 2022-23**

S.N.	Outline	Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI	Total credit
1	No of Theory Papers	05	05	05	05	05	05	--
2	Theory credit	15	15	15	15	15	15	90
3	Social Work Practicum	01	01	01	01	01	01	--
4	SWP credit	06	06	06	06	03	03	30
5	Group Research Project	Nil	Nil	Nil	Nil	Nil	01	--
6	Group Research Project Credit	Nil	Nil	Nil	Nil	03	03	06
	<b>Total Credit</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>126</b>

**Number of Theory papers, social work practicum and Group Research Project.:**

There shall be a total of 30 theory papers for the BSW programmes. There shall be five theory papers in each of the 1<sup>st</sup>., 2<sup>nd</sup>., 3<sup>rd</sup>., 4<sup>th</sup>. 5<sup>th</sup> and 6<sup>th</sup>.semester. All the papers are



compulsory to all students. Social work Practicum shall be mandatory from 1<sup>st</sup>. to 6<sup>th</sup>. Semester. Rural Camp of 5-7 days duration shall be a part of social work practicum during 4th semester and study tour shall be a part of 6<sup>th</sup> semester. The study tour should be conducted within Vidharbha region. Each student shall require to undertake the Group Research Project, in a subject relevant to the area of social work practice. The semester wise allocation of subject, credits and Teaching hours as follows.

### Syllabus Structure for- BSW (CBCS) w.e. f. 2022 23.

BSW Semester :I				Total Marks: 600		Total credits: 21			
S. N.	Paper Code	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW1T1	DCC	Introduction to Social Work Profession	100	80	20	40	3.0	3.00
2	BSW1T2	DCC	Areas of Social Work Practice	100	80	20	40	3.0	3.00
3	BSW1T3	DCC	Social Case Work	100	80	20	40	3.0	3.00
4	BSW1T4	AECC	Marathi/ Hindi/ Supplementary Eng.	100	80	20	40	3.0	3.00
5	BSW1T5	AECC	English	100	80	20	40	3.0	3.00
6	BSW1P1	DCC	Social Work Practicum	100	- -	20*	40	6.00	12

\*Internal Viva-Voce

- - CIE: Continuous Internal Evaluation



### Syllabus Structure for - BSW (CBCS)

BSW Semester-II

Total Marks:600

Total credits- 21

S. N.	Paper	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW2T1	DCC	Ideologies for Social Work	100	80	20	40	3.0	03
2	BSW2T2	DCC	Skills for Social Work	100	80	20	40	3.0	03
3	BSW2T3	DCC	Social Group Work	100	80	20	40	3.0	03
4	BSW2T4	DSE	Introduction of Sociology for Social Work	100	80	20	40	3.0	03
5	BSW2T5	DSE	Psychology for Social Work	100	80	20	40	3.0	03
6	BSW2P1	DCC	Social Work Practicum	100	--	20*	40	06	12

\*Internal Viva-Voce

-- CIE: Continuous Internal Evaluation






### Syllabus Structure for - BSW (CBCS)

BSW Semester-III

Total Marks:600

Total credits- 21

S. N.	Paper	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW3T1	DCC	Community Organization	100	80	20	40	3.0	03
2	BSW3T2	DCC	Social Welfare Administration	100	80	20	40	3.0	03
3	BSW3T3	DCC	Social Movements in India	100	80	20	40	3.0	03
4	BSW3T4	AECC	Marathi/ Hindi/ Supplementary Eng.	100	80	20	40	3.0	03
5	BSW3T5	AECC	English	100	80	20	40	3.0	03
6	BSW3P1	DCC	Social Work Practicum	100	--	20*	40	06	12

\*Internal Viva-Voce

-- CIE: Continuous Internal Evaluation






### Syllabus Structure for - BSW (CBCS)

BSW Semester-IV

Total Marks:600

Total credits- 21

S. N.	Paper	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW4T1	DCC	Social Action and Advocacy	100	80	20	40	3.0	03
2	BSW4T2	DCC	Social Work Research and statistics	100	80	20	40	3.0	03
3	BSW4T3	DCC	Human Rights	100	80	20	40	3.0	03
4	BSW4T4	AECC	Marathi/ Hindi/ Supplementary Eng.	100	80	20	40	3.0	03
5	BSW4T5	AECC	English	100	80	20	40	3.0	03
6	BSW4P1	DCC	Social Work Practicum	100	- -	20*	40	06	12

\*Internal Viva-Voce

- - CIE: Continuous Internal Evaluation






### Syllabus Structure for - BSW (CBCS)

BSW Semester-V

Total Marks: 600

Total credits- 21

S. N.	Paper	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW5T1	DCC	Integrated Social Work Practice	100	80	20	40	3.0	03
2	BSW5T2	DCC	Social Policy and Social Legislation	100	80	20	40	3.0	03
3	BSW5T3	DCC	NGO and Project Management	100	80	20	40	3.0	03
4	BSW5T4	DSE	Indian Society & Social Problem	100	80	20	40	3.0	03
5	BSW5T5	DSE	Psychology: Human Development	100	80	20	40	3.0	03
6	BSW5P1	DCC	Social Work Practicum & Group Research Project	100	--	20*	40	06	12

\*Internal Viva-Voce

-- CIE: Continuous Internal Evaluation






## Bachelor of Social Work (BSW) Semester -VI

### Syllabus Structure for - BSW (CBCS)

BSW Semester-VI				Total Marks: 600		Total credits- 21			
S. N.	Paper	Domain	Subject	Total Marks	University Theory Exam.	CIE Marks	Minimum Passing Marks	Credit	Weekly Hrs
1	BSW6T1	DCC	Counseling Skills for Social Work	100	80	20	40	3.0	03
2	BSW6T2	DCC	Indian Constitution	100	80	20	40	3.0	03
3	BSW6T3	DCC	Environmental Social Work and Disaster Management	100	80	20	40	3.0	03
4	BSW6T4	AECC	Marathi/ Hindi/ Supplementary Eng.	100	80	20	40	3.0	03
5	BSW6T5	AECC	English	100	80	20	40	3.0	03
6	BSW6P1	DCC	Social Work Practicum & Group Research Project	100	--	20*	40	6.0	12

**Internal and \*External Viva-Voce**

**-- CIE: Continuous Internal Evaluation**

Bachelor of Social Work (BSW) Programme - Total Credit: 126

**Acronyms Expanded:**

□ **DCC:** Discipline Core Course






- **DSE:** Discipline Specific Elective.(Sociology Psychology Indian Constitution, Socil Policy, etc.)
- **DSE:** Discipline Specific Elective/ Specialization
- **AECC:** Ability Enhancement Compulsory Course ( English / Mar / Hin / Modern Indian Languages)
- **OEC:** Open Elective Course
- **SEE:** Semester End Examination - 80%
- **CIE:** Continuous Internal Evaluation - 20%
- **L+T+P:** Lecture + Tutorial + Practical(s)

- 7.2 a. Marks structure for theory papers: Each theory paper shall be of 100 marks with 80 Marks for University /Theory Examination and 20 Marks for Internal Assessment.
- b. Internal assessment shall be based on one assignment from each paper/subjects. Student must appear for the internal assessment in the paper/subject.
- c. Attendance in each component of Social Work Practicum is mandatory. Student remaining absent in any component will be considered to have failed in the same.
- d. The scheme of examination for Social Work Practicum and instructions for the Group Research Project for BSW is as given in Appendix- A to F of this Direction.

7.3 CGPA is (Cumulative Grade Point Average).: University/Institution /Colleges, CGPA is used to measure the overall academic Achievement of a student by awarding O, A+, A, B+, B, P, AB or F grades CGPA is as calculation of Average point obtained in all subjects except in additional subjects as per the study scheme.

**Table of Grades and Grade Points:**

Sr. No.	Latter Grade	Grade Point	Mark Range	Performance
1	O	10	Above 90 upto 100	Outstanding
2	A+	09	Above 80 upto 90	Excellent
3	A	08	Above 70 upto 80	Very Good





4	B+	07	Above 60 upto 70	Good
5	B	06	Above 50 upto 60	Above Average
6	C	05	Above 45 upto 50	Average
7	P	04	40 upto 45	Pass
8	F	00	Below 40	Fail
9	AB	00	Absent	Absent

### Computation of SGPA and CGPA

The UGC recommends the following procedure to compute the semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \sum (C_i \times G_i) / \sum C_i$$

Where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \sum (C_i \times S_i) / \sum C_i$$

Where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

- iii The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

**Note:** The significance of the various grades is as follows:

**Outstanding:** Excellent analysis of the topic. Accurate knowledge of the primary material, wide range of reading, logical development of ideas, originality in approaching the subject, neat and systematic organization of content, elegant and lucid style:

**Excellent:** Excellent is the quality of excelling, of being truly the best at something, acquaintance with seminal publications.



<b>Very Good:</b>	Excellent analysis of the topic. Accurate knowledge of the primary material, logical development of ideas, neat and systematic organization of content, effective and clear expression;
<b>Good:</b>	Good analysis and treatment of the topic. Basic knowledge of the primary material, logical development of ideas, neat and systematic organization of content, effective and clear expression;
<b>Fair:</b>	Some important points covered. Basic knowledge of the primary material, logical development of ideas, neat and systematic organization of content, good language or expression;
<b>Average:</b>	Some points discussed. Basic knowledge and organization of the primary material, possessing acceptable capacity of expression.
<b>Pass:</b>	Any two of the above
<b>Fail:</b>	None of the above

**Credit Point (C)**—Credit Point is calculated for each and every successful papers/course as per following formula.

$$\text{Credit Point (C)} = \text{Credit} \times \text{Grade Point}$$

**Semester Grade Point Average (SGPA):** SGPA indicates the performance of a student in a given Semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester. SGPA shall be rounded off to two decimal points.

$$\text{SGPA} = \frac{\text{Total Credit Points in the Semester}}{\text{Total Number of Credits for the Semester}}$$

Provided that SGPA is computed only if the candidate passes in all the courses (gets a minimum 'E' Grade in all Courses).

Calculating SGPA and CGPA

- The grades up to C D awarded to student in all the courses shall be





converted into a Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

$$\square SGPA = \frac{S_m \sum C_i \cdot P_i}{\sum C_i}$$

Where  $S_m$  = SGPA of,  $m^{th}$  semester;

$C_i$  = Credit of  $i^{th}$  Course

$P_i$  - Grade point earned of  $i^{th}$  course

$$\square CGPA = \frac{\sum C_j P_j}{\sum C_j}$$

Where,  $P_j$  = Grade points earned in the  $j^{th}$  course;

$C_j$  = Credit of  $j^{th}$  course upto semester for which CGPA is to be calculated.

$J=1,2,..m$  represents the number of courses in which a student is registered upto the semester for which CGPA is to be calculated.

CGPA will be calculated after clearing all courses of semester I to IV.

Equivalent percentage calculation will be based on the following formula:

$$\text{Equivalent \%} = (CGPA) \times 10$$

Note: Final Mark List will only show the Grade and the Grade Points and not the marks.

8. **Examination Pattern:** - There are Four units in each theory paper. Thus the students will have to answer four questions with two internal options and fifth question will be compulsory.



8. **Passing Heads:-**The students will have to pass independently in theory and practical exams. The criteria for passing will be 40% marks in respective subject, however there shall be separate passing in Theory written and Internal component of the theory papers . Notwithstanding anything to the contrary in Direction No.13 of 2017 or the corresponding Direction for promotion in next semester passing in Social Work Practicum is mandatory.
9. **Evaluation System:-** Examination of all subjects of Under Graduate Programmes shall be conducted by the R.T.M. Nagpur University as per the scheme of Examination prescribed by the relevant Ordinances/Regulations. Every student desirous for appearing at BSW examination will have to complete practical work as per the directions of the concerned teachers and obtain completion certificate to that effect duly signed by Head of the department. The student who fails to produce completion certificate will not be eligible to appear for the related practical or theory examination.
- a. The term end examination shall be conducted by the RTM Nagpur University, Nagpur at the allotted centers.
- b. Academic calendar showing dates of commencement and end of teaching, internal assessment tests & term end examination shall be duly notified before commencement of each semester every year by the University/ Department/ Affiliated Colleges.

10. **A.T.K.T. Rules:-**

The admission to the programme shall be subject to A.T.K.T. rules as given below.

Admission to Semester	Candidate should have passed in following examinations	Candidate should have filled in the examination form of	Eligibility for Admission
Semester-I	HSSC, XII or Equivalent or certificate course in social work	----	- - -
Semester-II	-----	Semester-I	- -





Semester-III	-----	Semester-II	Candidate should have passed at least 50% subject (including Social Work Practicum) of Semester-I & Semester II taken together.
Semester-IV	-----	Semester-III	--
Semester-V	Candidate should have passed I and II semesters	Semester-IV	Candidate should have passed I and II semesters and at least 50% subjects (including Social Work Practicum) of Semester III and IV taken together.
Semester-VI	-----	Semester-V	--

11. **ABSORPTION SCHEME:-** The failure students of the earlier annual pattern and semester pattern B.S.W. course shall be absorbed in the B.S.W. course under this Direction as per absorption scheme prepared by the Board of Studies (Social Work) and notified by the University.

Nagpur

Date : 07-7-2023

(Dr. Subhash R. Chaudhari)  
Vice-Chancellor