



GOVERNMENT OF MAHARASHTRA

**MAHARASHTRA INSTITUTE OF MENTAL HEALTH,
PUNE**

S. No. 34 C, Panchvati, Pashan, Pune 411008.

Phone Number:- 020-29518222 / 29518333

Email Id:- dp.mimhpune@gov.in

Website: www.mimhpune.org

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INFORMATION BROCHURE

For

**“MASTER OF PHILOSOPHY IN PSYCHIATRIC SOCIAL WORK”
ENTRANCE EXAMINATION**

Academic Year 2024-2025

Affiliated to

Maharashtra University of Health Sciences, Nashik

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M.Phil. in Psychiatric Social Work Entrance Examination: 2024-25

Important Dates /Schedule: -

Sr No.	Particulars	Important Dates
1	Date of notification	18/07/2024
2	Start date for submission of online application	18/07/2024
3	Last date for receipt of online filled application form	10/08/2024
4	Release of Hall Ticket	14/08/2024
5	Date of entrance examination	22/08/2024
6	Date of results / Merit list	24/08/2024
7	Date of counseling / interview for short listed candidates	26/08/2024
8	Date of final selection list	28/08/2024
9	Start of admission	28/08/2024
10	Last date of admission	03/09/2024
11	Date of commencement of course	04/09/2024

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1. INTRODUCTION:

Maharashtra Institute of Mental Health (MIMH) is a state level, apex government institute working in the field of mental health, established in 1991 by the Government of Maharashtra. This institute is recognized as a 'Centre of Excellence' in the field of mental health by the Ministry of Health and Family Welfare, Government of India in 2011.

MIMH provides comprehensive and holistic mental health services for the treatment, prevention and promotion of positive mental health in communities. MIMH provides tertiary mental health care, to patients from all over Maharashtra and adjoining states. It caters to the clinical needs of both acute and chronic persons with mental illness, through inpatient and outpatient services using clinically relevant multidisciplinary approaches. There is also a special outpatient department for the assessment & certification of children with psychological disabilities. A day care center for the psychosocial rehabilitation of patients with psychiatric disorders is also available.

Psychometric testing and counseling is also being carried out routinely. It also provides high quality forensic psychiatric and legal mental health evaluation & treatment for prisoners and criminal offenders with psychiatric disorders sent from court or prisons. MIMH also provides multi-disciplinary mental health services to Sassoon General hospital, Pune. Institute has a beautiful mental health complex located at Pashan, Pune where out-patients services as well as day care centers offers mental health services.

MIMH offers following courses in the field of mental health for creation of trained manpower. These courses include M. Phil in Clinical Psychology, M. Phil in Psychiatric Social Work, M.Sc. in Psychiatric Nursing and M.D. Psychiatry.

M.Phil. in Psychiatric Social Work course is affiliated with Maharashtra University of Health Sciences, Nashik and recognized by Government of Maharashtra.

2. AIM:

This is a fulltime intensive clinical training program in psychiatric social work. It provides hands on training in understanding and providing comprehensive psychosocial care to person and families with mental health disorders.

3. OBJECTIVES:

1. Working on case history taking and diagnosis of the mental disorders
2. Assessment of psychosocial problems and plan for psychosocial interventions
3. Counseling and therapeutic services to patients and family members
4. Working with groups through group psychotherapy
5. Psycho-education for individuals, families and groups
6. Working with couples through marital therapy
7. Working with families through various approaches of family therapy
8. Working on case history taking and diagnosis of the mental disorders
9. Assessment of psychosocial problems and plan for psychosocial interventions
10. Counseling patients and family members
11. Working with groups through group psychotherapy
12. Psycho education for individuals, families and groups
13. Working with couples through marital therapy
14. Working with families through various approaches of family therapy

4. ELIGIBILITY CRITERIA:

A candidate, who fulfills the following criteria, shall be eligible to appear for the Entrance Examination, namely: -

1. He/she shall be a citizen of India;
2. Master of Social Work (M.S.W.) / Master of Arts (M.A.) in Social Work with final or aggregate minimum 55% marks in aggregate or its equivalent grade 'B' in U.G.C. 7-point scale (or equivalent grade in point scale wherever grading system is followed) Or an equivalent degree from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of accessing, accrediting or assuring quality and standards of educational institutions.
3. Relaxation of 5% of marks, as from 55% to 50%, or an equivalent relaxation of grade may be allowed for those belonging to S.C./S.T./O.B.C. (non-creamy layer) / differently abled and other categories of candidates as per the policy of the State Government, from time to time or for those who had obtained their Master's degree prior to 19th September 1991, and thereafter criteria prescribed by the UGC from time to time. The eligibility marks of 55% (or an - 13 - equivalent grade in a point scale wherever grading system is followed) and the relaxation as stated above are permissible, based only on the qualifying marks without including the grace mark procedure.
4. Students appearing final year qualifying examination or students appeared for examination but have not yet got results before the last day of submission of application **are not eligible for application and they need not apply.**

5. NUMBER OF SEATS:

Sr. No	Name of the Course	SC (13%)	ST (7%)	VJA (3%)	NT-B (2.5%)	NT-C (3.5%)	NT-D (2%)	SBC (2%)	OBC (19%)	EWS (10%)	Open (38%)	Total Intake capacity (100%)
1	M. Phil in Psychiatric Social Work (Full time)	1	1	0	0	1	0	0	1	1	3	08

6. COURSE DURATION:

This is a fulltime clinical training course providing opportunities for appropriate practicum and apprenticeship experiences for 2 academic years, divided as Part-I and II. The Date of admission shall be considered for calculating the end date of the course duration of the candidates.

7. ATTENDANCE:

It is a full time course and a minimum attendance of 85% (in a year including in all academic activities) shall be necessary for taking the respective examination.

Course of the study must, unless special exemption is obtained, continuously be pursued. Any interruption in a candidate's attendance during the course of study, due to illness or other extraordinary circumstances must be notified to the Head of the Department/ Institution/ concerned authority and permission should be obtained. Under any circumstances the course must be completed within 04 years from the date of enrollment.

8. APPLICATION PROCESS / HOW TO APPLY:

1. Candidates can apply **online from 18/07/2024 to last date of application i.e. 10/08/2024 (23.59 hrs)**
2. No other mode of application will be accepted.
3. The candidates who want to seek the admission for M.Phil. in Psychiatric Social Work course should apply online via **prescribed application form**. The information related M.Phil. in Psychiatric Social Work course is mentioned in the brochure available on the website.
4. The candidates can access online **application form** available on **www.mimhpune.org**, fill it online, upload a recent passport size photograph (3.5cm x 4.5cm) and upload a set of copies of relevant eligibility academic certificates and other documents as mentioned in the application form.
5. The application fees (**Non-Refundable**) via **online mode (Net Banking/UPI)** as follows. **The fees once paid will be nonrefundable in any circumstances. The candidate should take note of this before making payment of the fees. The fees and bank details are as below.**
(Rs. 850/- for General category and Rs 550/- for reserved category.
Bank details – Bank of Baroda, BJGMC, Station Road Branch, Pune.
Ac. No. 98260100005746, IFSC Code – BARB0DRCBJM (Fifth character is zero)
6. Upload the transaction receipt with application form.
7. Candidate must submit/upload all the necessary documents as prescribed by the institute on or before **10/08/2024**.
8. It is the responsibility of the candidate to ensure that the application is complete in all respects and is supported by necessary documents.
9. Reserved category candidates shall have to upload all required self-attested documents like Caste/Tribe Certificate, Validity Certificate, Non-Creamy Layer Certificate etc. as the case may be. If he/she fails to submit any document(s) at the time of counseling then he/she will not be eligible to take benefit under that category.
10. The admission of the Candidates for M.Phil. Degree shall be on the basis of merit i.e total marks obtained in the Entrance examination conducted by the Institute.
11. Reservation policy will be followed for admission as per the existing rules of the Government of Maharashtra. Candidates may claim reservation by producing valid certificate to that effect issued by the competent authority.

9. EXAMINATION CENTRE:

The Entrance Examination will be conducted in Pune in offline mode on **22/08/2024**.

The details of examination like Venue, Time will be conveyed later on the Admit Card of the candidate.

10. ISSUANCE OF ADMIT CARDS:

Admit Cards for the candidates appearing for Entrance examination will be made available on the institute website in the individual candidate's login and will not be sent to individual by post or email. It shall be the responsibility of the candidate to download the Admit Card. Details of date of examination, time and venue shall be informed on Admit Card provided for Entrance examination.

11. IDENTITY VERIFICATION:

On the day of entrance examination, before the commencement of the examination, admit card along with original copy of the candidate's photo identity (bearing reasonably the same name as it appears on the Admit Card) such as PAN Card / Indian Passport / Driving License / Voter's Card / Aadhaar Card/E-Aadhaar Card print with a photograph/ should be shown to the invigilator for verification. The Candidate's identity will be verified with respect to his/her details on the Admit Card, in the Attendance List and requisite documents submitted.

12. PATTERN OF ENTRANCE EXAMINATION:

Entrance Examination Question Paper:

Total Questions 50 for 100 marks (Each carrying 02 marks) (Duration 60 Minutes)

Part I: 50 Marks:

Total 25 MCQ of 02 marks each.

General Aptitude and Research Methodology

Part II: 50 marks (25 MCQs each of 2 marks)

Subject Knowledge related to social work

Entrance Examination shall be conducted in offline mode only.

- I. There will be no negative marking for wrong answers.
- II. All questions are compulsory.
- III. Re-valuation and Photocopy facility is not available and request for the same will not be accepted.
- IV. There will be no grace marks for Entrance Examination.

13. MERIT LIST AND SELECTION:

Merit list will be prepared on the basis of marks obtained in the entrance examination. Shortlisted candidates will be called for counseling / interview along with original documents for verification as per the merit list. Final selection list will be prepared and displayed on the institute website www.mimhpune.org

Tie-Breaker

In case of equal marks in Entrance Test the following procedure shall be adopted for deciding the merit.

First level: -

The candidate with more aggregate marks (converted into percentage up to 2 decimal points) at post-graduation.

Second Level: -

The candidate with more aggregate marks (converted into percentage up to 2 decimal points) at graduation.

Third Level: -

If the tie still persists then an older candidate will be preferred over the younger candidate.

COUNSELING PROCESS:

The shortlisted candidates as per merit list will be called for counseling/ an interview. The candidate should bring all original documents and a set of self-attested copies of the same.

Final Selection list will be displayed on the MIMH Website.

14. ADMISSION PROCESS:

The candidates selected as per final merit list can confirm their admission by paying the prescribed fees on the dates as prescribed in this brochure.

Course Fee:

The fee structure for M. Phil. in Psychiatric Social Work for academic year 2024-25 is as follows:

Sr. No	Particulars of fees	Fees in Rupees	Fees details
1	Educational fees	15000/-	Per Year (Non-refundable)
2	Admission Fee	1500/-	At the time of admission in first year (Non-refundable)
3	Gymkhana / Cultural Fee	500/-	Per Year (Non-refundable)
4	Hostel Fees	4000/-	Per Year (Non-refundable)
5	Library deposit	2000/-	At the time of admission and will be refundable after completion of the course.
6	Library Fee	1000/-	Per Year (Non-refundable)
7	Miscellaneous Fee	1000/-	Per Year (Non-refundable)
Total Fees		25,000/-	

Note:

1. Selected candidate has to pay the prescribed fee at the time of admission. The admission will be confirmed only after payment of fees.
2. Hostel facility will be provided on first come first serve basis as per availability.
3. Students will have to pay examination fees, any other fees as and when made applicable by MUHS from time to time.
4. After completion of course, subject to loss, breakage, damage of instruments, books, journals etc. losses will be recovered from the refundable money.
5. If cost of instruments/ books/ Journals is more than deposit money, then entire remaining amount will be recovered from student.

15. DISCLAIMER:

- I. Entrance examination is only Qualifying Examination for admission to M. Phil in Psychiatric Social Work.
- II. It shall be the responsibility of the candidate to check whether he/she fulfills the eligibility conditions for the M. Phil admission. Institute shall not be responsible for any lapses thereof.
- III. Those who fail to take admission before the last date of admission will not be entertained for admission thereafter and waiting list candidates will be given preference for the admission as per the merit list.

16. WARNING: || ऋतंभरा तवं प्रज्ञा ||

In case, any candidate is found to have submitted false information or Certificate(s) etc. or is found to have concealed or withheld some information in his/her application form, then he/she shall be debarred from admission process.

Any malpractice during examination shall be liable to disciplinary action institute as per the MUHS rules of conduct during examination.

In case of malpractice any other action that may be considered appropriate by the Director of the Institute may also be taken against him/her, which may include criminal prosecution also.

17. ADMISSION GRIEVANCE COMMITTEE:

The Admission Grievance Committee is setup under the Chairmanship of the Competent Authority. It shall deal with the representations submitted by the candidate(s) related to M.Phil. admission grievances, if any.

18. HOSTEL ACCOMMODATION:

1. It will be subject to availability.
2. Hostel fees will be charged as mentioned in fee structure.
3. Director-Professor has reserved rights for providing hostel accommodation.

19. CONDUCT AND DISCIPLINE:

- i. Failure of the candidate in making full and correct statements in the application form and/or suppression of any information would lead to disqualification of the candidate, even at a later date.
 - ii. It is responsibility of every candidate to submit proper documents. Any attempt to submit documents which are not genuine will lead to cancellation of the admission of the candidate, forfeiture of the fees, deposits and expulsion of the candidate from the institute. The name of such candidate/s shall be deleted from the Merit list and he/she will not be eligible for further rounds of the selection process and will be debarred from the selection process. If deemed fit even criminal proceeding may be initiated by the institute against such candidate.
 - iii. All selected candidates for admission shall be subject to the disciplinary rules of this Maharashtra Institute Mental Health, Maharashtra University of Health Sciences and Government of Maharashtra.
 - iv. Maharashtra Institute Mental Health, Pune & Maharashtra University of Health Sciences, Nashik shall take the decision regarding eligibility, enrolment and registration of the selected candidates.
 - v. Canvassing directly or indirectly for the allotment of seat would disqualify the candidate for admission. Influencing the staff by unfair means, will lead to cancellation of allotted seat and such candidate will also face disqualification for appearance in the subsequent process.
 - vi. In case of dispute in the matter of allotment of seat / course / institution or any other matter pertaining to the admission process, the decision of the Director- Professor shall be final and binding to all.
 - vii. All the communication related to admission procedure to the candidates will be made on the institute's website on time to time basis. There will not be any personal communication to any candidate via mobile or email.
 - viii. No TA/DA will be given to any candidate for attending examination or interview
- Director-Professor has reserved his rights for any changes/ modifications/ alterations in the admission procedure at any point of time during the admission procedure for M.Phil. in Psychiatric Social Work academic year 2024-2025.**

**Sd/-
Director Professor**

For any queries or clarifications regarding admission procedure, kindly contact

Dr. Praful Kapse / Dr. Shrikant Pawar

Contact No: 02029518222/9030181220 / 8208073337 during office hours (09:00am to 05:00pm).

RAGGING IS TOTALLY BANNED/ PROHIBITED IN THIS INSTITUTE AND ANYONE FOUND

GUILTY OF RAGGING AND/OR ABETTING RAGGING IS LIABLE TO BE PUNISHED

APPROPRIATELY.