



**GOVERNMENT OF MAHARASHTRA**  
**MAHARASHTRA INSTITUTE OF MENTAL**  
**HEALTH, PUNE**

Sassoon General Hospital Campus, Agarkar Road, Pune.

Phone Number:- 020-26127331

Email Id:- dp.mimhpune@gov.in



**Information Brochure**

**For**

**Certificate Course in Counselling**  
**2020-2021**

## Certificate Course in Counselling

### Academic Year 2020-2021

Sr No	Admission Process Calendar	Date
1	Date of availability of application forms on <a href="http://www.mimhpune.org">www.mimhpune.org</a>	till 12/01/2021
2	Last date of submission of forms at given address of MIMH	12/01/2021
3	Display eligible candidate list for entrance examination	14/01/2021
4	Date of written entrance examination	18/01/2021
5	Display of Result and Provisional Merit List	20/01/2021
6	Final Merit List & First Selection list	22/01/2021
7	Counseling and last date for admission for students selected in first selection list	01/02/2021
8	Second Selection list	02/02/2021
9	Counseling and last date for admission for students selected in second selection list	12/02/2021
	Attested photocopies of Certificates / Documents to be attached with the application form. All the original documents & one set of attested photocopies should be brought & submitted (if selected) at the time of counseling.	

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## **TABLE OF CONTENTS**

<b>Sr. No</b>	<b>Content</b>	<b>Page No</b>
1	About The Institute	1
2	Aim of Course	2
3	Objectives of Course	2
4	Duration of Course	2
5	Eligibility Criteria	2
6	Language of Instructions	2
7	Number of Seats	3
8	Fee Structure	3
9	Application Process / How To Apply	3
10	List of Documents	4
11	Schedule of Admission Process	4
12	Instruction For Written Entrance Examination	5
13	Tie- Breaker Criteria	6
14	Refund of Fees And Cancellation of Admission	6
15	Hostel Accommodation	6
16	Conduct And Discipline	7
	Annexure A - Application Form	8 – 10

## **1) ABOUT THE INSTITUTE:**

Maharashtra Institute of Mental Health (MIMH) is a state level, apex government institute, established in 1991 by the Government of Maharashtra. This institute works under administrative control of Medical Education and Drugs Department of State Government. 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.

MIMH provides comprehensive and holistic mental health services for the prevention & treatment of mental health disorders and also for the promotion of positive mental health in the society. MIMH provides tertiary mental health care to patients 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 people with psychological disabilities. A day care centre 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. It also offers consultation liaison services as it is attached to a large government run Sassoon General hospital. This institute runs different courses in mental health for creation of trained manpower in Psychiatric Social Work, Clinical Psychology and Psychiatric Nursing,

The institute currently functions from Sassoon General Hospital Campus, Pune. The institute has built a beautiful mental health complex on its own land at Pashan, Pune and institute is going to shift Pashan campus in near future.

## 2) AIM:-

To train students with adequate level of competency to offer the basic mental health services such as identifying mental health problems by using psychological assessments in different populations and intervening with appropriate counseling and psychotherapy techniques.

## 3) OBJECTIVES:-

1. To enable the students to work with individual, group & communities facing the problem of acute & chronic mental illness.
2. To develop the students' skills for clinical interviewing, psychological assessment and therapeutic intervention.
3. To improve the interdisciplinary collaboration for provision of services and issues related to persons with disabilities.
4. To provide students with opportunities for personal development.

## 4) DURATION OF COURSE:

One academic year full time intensive course with internship of three months.

## 5) ELIGIBILITY CRITERIA:

M.A. / M. Sc. in Psychology (Clinical/ Counseling)

## 6) LANGUAGE OF INSTRUCTIONS: English

## 7) NUMBER OF SEATS FOR ACADEMIC YEAR 2020-2021:

Total seats 12

Category	Open	SC	ST	VJ - 1	OBC	EWS
Seats	5	2	1	1	2	1

**Reservation policy will be followed for admission as per the existing rules of Maharashtra Government.**

## 8) FEE STRUCTURE:

The fee structure for academic year 2020-21 is Rs. 25000/-

## 9) HOW TO APPLY:

1. Interested Candidates can apply **on or before 12/01/2021 till 5:00 pm.**
2. The brochure application forms are available on [www.mimhpune.org](http://www.mimhpune.org)
3. The candidates should print the **application form (Annexure "A")**, fill it manually and attach self attested photocopies of relevant certificates / documents as mentioned in this brochure.
4. The application fees via **Demand draft of Rs. 300/- for open category and Rs 200/- for reserved category** drawn in favor of **“Director-Professor, Maharashtra Institute of Mental Health, Pune”** payable at Pune should be attached along with application form.
5. Candidates should submit / send application form on the following address  
**“Director-Professor,  
Maharashtra Institute of Mental Health,  
Sassoon General Hospital Campus,  
Pune - 411001.”**
6. Original documents / certificates should not be attached with the application form.
7. Application fee is non refundable.
8. Candidates submitting incomplete application form / documents will not be considered for admission process.

## 10) LIST OF DOCUMENTS :

Self attested photocopies of following documents / certificates are required to be submitted along with the application form in given order

1	Post Graduation Degree Mark sheet
2	Post Graduation Degree Certificate
3	Graduation Degree Mark sheet
4	Graduation Degree Certificate
5	Identity Proof (Aadhaar card/Voter ID card /PAN card / Driving License etc)
6	Caste certificate (If applicable)
7	Marriage certificate (If applicable for name change)

## 11) SCHEDULE OF ADMISSION PROCESS:

Sr. No	Date	Admission process
1	12/01/2021	Last date to receive application forms
2	14/01/2021	Display eligible candidate list for entrance examination
3	18/01/2021	Written Entrance Examination (11.00 am to 12.30 pm)
4	20/01/2021	Result and Provisional Merit List
5	22/01/2021	Final Merit List & First Selection list
6	01/02/2021	Last date for admission for students selected in first selection list
7	02/02/2021	Second Selection list
8	12/02/2021	Last date for admission for students selected in second selection list

## 12) INSTRUCTIONS FOR WRITTEN ENTRANCE EXAMINATION:

- i) Admission will be given based on merit of written entrance examination.
- ii) Written entrance examination will be conducted on 12/01/2021 at 11:00 am in the institute.
- iii) Candidates should report to examination venue latest by 10:30 am.
- iv) Candidates should bring **blue ball pen** for the examination.
- v) The examination will consist of 100 MCQ's with 01 (one) mark each.
- vi) All questions are compulsory.
- vii) Duration of the examination will be 90 minutes.
- viii) The language of Examination will be English.
- ix) Each Question will be of single best response objective type with four answer options.
- x) Candidate should select correct option from four options given and writing appropriate box in front of the question number on a separate answer sheet.

Question No.	Answer
1	
2	

- xi) Candidate should not use any other method for answering i.e. Half Circle, dot, darken one, cross etc.
- xii) Each correct response shall be awarded one mark.
- xiii) There shall be **NO NEGATIVE MARKING** for wrong answer.
- xiv) Do not write anything on the question paper. If written anything then such type of act will be considered as an attempt to resort to unfair means.
- xv) Over writing for the options will not be evaluated.
- xvi) If any candidate has any objection against any question in the question paper of this written entrance examination then same may be raised through a written application addressed to the Director Professor on the same day of examination. Representation received after this period shall not be considered.
- xvii) Institute will not pay travelling allowance to any of the candidates who appear for written entrance examination.



### **13) TIE-BREAKER CRITERIA:**

In case of two or more candidates securing equal number of marks in the written entrance examination tie breaker criteria will be applied in following order:-

1. The candidate with more aggregate marks of two years of M.A. / M. Sc. in Psychology (Clinical/ Counseling) (converted into percentage) shall be preferred.
1. The candidate with more aggregate marks in Graduation Examination shall be preferred.

### **14) REFUND OF FEES AND CANCELLATION OF ADMISSION :**

- a. The candidate who has been admitted may cancel admission by submitting an application for cancellation and for refund of fees.
- b. The refund of fees as applicable shall be made in due course.
- c. The policy for refund of fees (amount of refund) will be informed to candidates after receiving application.

### **15) HOSTEL ACCOMMODATION:**

1. It will be subject to availability.
2. Director-Professor has reserved his rights for providing hostel accommodation

## 16) CONDUCT AND DISCIPLINE:

- i. Suppression of any wrong information would lead to disqualification of the candidate, even at 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, expulsion of the candidate from the college by the Director Professor. 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 Director Professor against such candidates / their parents.
- iii. Canvassing directly or indirectly for the allotment of seat would disqualify the candidate for admission. Influencing by 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.
- iv. In case of dispute in the matter of allotment of seat / course / institution or any other matter pertaining to the provisional selection or cancellation of admission, the decision of the Director Professor shall be final and binding
- v. After admission orientation program will be conducted for admitted students. All instructions regarding syllabus, conduct & discipline while studying in institute will be explained to them. Any deviation from this will lead to disciplinary action against that student.

**Director-Professor has reserved his rights for any changes/ modifications in the admission procedure**

For any queries or clarifications regarding admission procedure, kindly contact

**Mrs. Deepika Patil**

**Contact No: 7021535641 (09:00 am to 05:00 pm).**

**OR**

Email us on: [mimhclinicalpsych@gmail.com](mailto:mimhclinicalpsych@gmail.com)

ANNEXURE – “A”



Government of Maharashtra  
**Maharashtra Institute of Mental Health**

Sassoon General Hospital campus, Pune - 411001

Phone No. 020-26136536

E-mail: dp.mimhpune@gov.in

APPLICATION FORM  
**Certificate Course in Counselling**  
**FOR 2020-2021**

Application No.  
2020/

(For office use only)

Recent  
Passport  
Size  
Photo  
(3.5cm x 4.5cm)

1	Full Name of the Applicant	
2	Address for correspondence	
3	E-Mail ID	
4	Mobile No.	
5	Gender	
6	Date of Birth	
7	Nationality	
8	Caste & Sub-caste	
9	Category	
10	Marital Status	

**EDUCATIONAL QUALIFICATION:-**

Year	Month and year of passing	Total marks Obtained	Out of marks	Percentage
S.S.C.				
H.S.C.				
Graduation	1 <sup>st</sup> Year			
	2 <sup>nd</sup> Year			
	3 <sup>rd</sup> Year			
	Agreegate			
Post-graduation	1 <sup>st</sup> Year			
	2 <sup>nd</sup> Year			
	Agreegate			
Diploma (if any)				
Any Additional Qualification				

**Self-attested Photocopies of following Documents to be attached by the candidate**

**Check List**

**List of documents:**

No	Name of the Document/ Certificate	Yes	No
		(Please √ in Box)	(Please √ in Box)
1	M.A/M.Sc. Psychology Mark sheet		
2	M.A/M.Sc. Psychology Degree Certificate		
3	Graduation Mark sheet		
4	Graduation Degree Certificate		
5	Identity Proof (Aadhaar card/Voter ID card /PAN card / Driving License etc)		
6	Caste certificate (If applicable)		
7	Marriage certificate (If applicable for name change)		

**Details of Demand Draft :( DD is to be submitted along with the Application form)**

**DD. Amount : ..... DD. No..... DD. Date: .....**

**Bank Name ..... Branch: .....**

**Candidates submitting incomplete application form / documents will not be considered for admission process.**

**UNDERTAKING**

I hereby declare that above information furnished by me is true and correct to the best of my knowledge. If any information furnished by me is found fraudulent /incorrect/ false at a later date, I am aware that my admission is liable to be cancelled and Civil/Criminal action can be prosecuted against me. I am aware that I need to obtain and produce my original certificate enlisted at the time of counseling without which I shall not get the 'Provisional Admission'.

**Date: .....**

**Signature: .....**

**Place: .....**

**Name: .....**

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