

THE WEST BENGAL UNIVERSITY OF HEALTH SCIENCES

DD – 36, Sector – I, Salt Lake, Kolkata – 700 064

Website: <https://wbuhs.ac.in>



Information Booklet

Regulations for admission to M Phil in Psychiatric Social Work

2019

1. Jurisdiction of the University

- 1.1. Admission to the seats in the affiliated institutions of The West Bengal University of Health Sciences in M. Phil (2 years) course in Psychiatric Social Work shall be made on the basis of the inter se merit lists of different categories/ castes of candidates by The West Bengal University of Health Sciences (WBUHS).
- 1.2. Admission will be on the basis of the results for selection to be conducted by the West Bengal University of Health Sciences (WBUHS).

2. Eligibility criteria

- 2.1. Citizens of India who have obtained any of the following qualifications shall be eligible to apply for the courses:
M.A. or M. Sc. in Social Work from a UGC recognized University with a minimum of 55% marks in aggregate (for Unreserved candidates) and 50% marks in aggregate (for Reserved candidates).
- 2.2 The age of the candidate will have to be less than 40 as on 1st August, 2019; i.e. date of birth of the candidate will be no earlier than 01.08.1979)
- 2.2 Candidates appearing at examination through his/her declaration. If it is found that declaration is not true, s/he is debarred at any stage before or even after admission.

3. Method of Submission of application

The candidates will have to take a print-out of the application form appended at the end of this Information Booklet, fill it and submit at the Office of the Controller, The West Bengal University of Health Sciences along with a bank draft of Rs. 3000/- (Three thousand only) drawn in favour of “The West Bengal University of Health Sciences” payable at Kolkata. The print out must carry with it an attested copy of the marksheet of the qualifying examination passed /appeared. The schedule of submission of the application form can be found at the end of this booklet. The candidates are instructed to retain the receipt of the application form as a duplicate of what they had submitted.

4. Admit Card

Admit Card will be sent to the individual candidate through e mail provided by the candidates. So the candidates must provide the University with a valid and working e mail address which is frequently seen by the candidate. No application for non-receipt of the admit will be entertained by the University.

5. Admission test

- a. Written examination will be conducted based on single best response type MCQs. There will be 85 MCQs which are to be answered in 60 minutes. No mark will be deducted for the wrong answers, though multiple answers will be regarded as wrong answers. The language of the MCQ-s will be English and the standard of the questions will be of the standard of the qualifying examination.
- b. This will be followed by an interview having 15 marks; which will be conducted by senior faculty members of the field specifically formed by the WBUHS for the purpose. The candidates scoring at least 40 (for General candidates) and at least 35 (for SC, ST, OBC-A or OBC-B candidates) in the

written test will be called for the interview.

- c. Applicant for admission will be provisionally allowed to appear in the admission test provided he/she has submitted application in the prescribed form and has fulfilled the eligibility criteria outlined above. Mere appearing at the admission test does not guarantee admission if otherwise the candidate is found ineligible in latter stages of the admission procedure; even after the admission itself.

6. Merit list of candidates

- a. Merit list of the intending candidates will be prepared by computing an aggregate score of Written test and the Interview.
- b. There shall be combined merit list indicating merit position for the SC / ST / OBC-A / OBC-B candidates. Merit list of PWD candidates form where they belong will be shown in the specific list of SC/ST/OBC-A/OBC-B and unreserved.

7. Admission through Counseling

- a. Admission will be made through a process of counseling strictly according to the time schedule to be published by the WBUHS. The notice of the counseling will be available only in the website. (<https://wbuhs.ac.in>) and no separate information about it will be sent to the individual candidates.
- b. The provisional merit list will be available its website (<https://wbuhs.ac.in>). No separate information will be sent to individual candidate in this regard.
- c. The candidates who could not produce their final marksheet of their qualifying examination and were provisionally been allowed to appear at the interview; must produce their pending final marksheet at the time of counseling.
- d. The candidate will have to bring the following original documents along with their attested copies: (otherwise they will not be allowed to be admitted)
 - (i) All relevant Mark-sheet(s) as per eligibility criteria
 - (ii) Proof of age, e.g., Admit card or Certificate of Madhyamik or equivalent interview
 - (iii) SC/ST/PH certificate, if applicable
 - (iv) Photo Identity card e.g. EPIC/ADHAR/Passport.
 - (v) Any other relevant document.
- e. Seats available for allotment at Institute of Psychiatry, Kolkata, will be displayed at the time of counseling.

7.A. Reservation of Seats

1. Reservation to Category candidates will be done in accordance with the prevailing rules in all seats.
2. Seats reserved for SC candidates when remaining vacant even after following the instructions laid down in the Govt. orders and notifications, shall be filled in by the ST candidates and vice- versa. Likewise seats reserved for OBC-A and OBC-B can also be interchangeably allotted if situation is so needed.
3. Reserved category candidates appearing from other state will be treated as unreserved candidates.

GENERAL RULES AND PROCEDURAL DIRECTIVES

1. Applicants should go through the Information Booklet and other Annexures meticulously and strictly follow the instructions given in the Information Booklet as published in <https://wbuhs.ac.in>, while applying for M Phil in Psychiatric Social Work. Application must be complete in all respect.
2. The print-copy of the application along with a crossed **Demand Draft** of Rs. 3000/- (Rupees Three Thousand only) purchased from any nationalized bank of India, drawn in favour of “The West Bengal University of Health Sciences”, payable at Kolkata has to be submitted as instructed in the schedule. Candidates are requested to write their **Name and telephone number** on the back of the **Demand Draft**.
3. Submission of incorrect or false statements / documents or suppression of material information in the application form will be considered as sufficient ground for cancellation of the candidature or the admission of the candidates to a M Phil in Psychiatric Social Work whenever detected, i.e. during the process of admission or even at any stage thereafter. Incomplete application forms will be summarily rejected.
4. Interview will be on aptitude to the course.
5. The qualified candidates whose names will be published in the Provisional Merit List will have to submit all the attested copies of supporting documents along with **originals** for verification of their eligibility to the course at the time of counseling.
6. The Merit list will be published in the university website <https://wbuhs.ac.in>. No communication in this regard will be made to the candidates personally.
7. Candidates selected for admission through counseling must obtain the offer letter on the day of counseling on payment of the requisite fees.
8. The candidate should report to the head of the Institution within the date mentioned in the offer letter.
9. If a candidate does not report to the allotted institution within the stipulated date his / her admission to the course will stand cancelled.
10. No travel allowance is admissible for appearing in the interview or for attending counseling.
11. No personal communication will be made to the candidates, unless it is considered absolutely necessary by the University authority.

Registrar

The West Bengal University of Health Sciences

Annexure-I

M Phil in Psychiatric Social Work, Admission Schedule For 2019

Submission of print-copy of Forms at the office of Controller of Examinations, WBUHS	09.08.2019 - 24.08.2019 (2 : 00 p.m.) (Both days Inclusive)
Print copies will not be received in the office of Controller of Examinations WBUHS in person after 24.08.2019. However, print copies sent through speed / registered post will be received up to 26.08.2019. Provided the banker's cheque / Demand draft is purchased on or before 24.08.2019	
Admit Card will be mailed to the candidate from university	28.08.2019 evening onwards
Date of Written test (Tentative)	31.08.2019 (12 noon onwards)
Declaration of list of candidates for Interview	To be notified in https://wbuhs.ac.in in due course
Date of Interview	To be notified in https://wbuhs.ac.in in due course
Date of submission of attested copies, Verification original documents at counseling	To be notified in https://wbuhs.ac.in in due course
Session to start from	To be notified later on

Annexure II

APPLICATION FORM FOR M PHIL IN PSYCHIATRIC SOCIAL WORK, 2019

REGISTRATION INFORMATION

1. Name:
2. Father's Name:
3. Gender: M / F
4. Date of Birth (DD/MM/YYYY):
5. Mobile No:
6. Mail I.D. :

Affix a recent passport size photograph

ACADEMIC INFORMATION

7. Name of Qualifying Examination:
8. Passing Institution:
9. Year of Passing / Appearing in the Qualifying Examination:
10. Percentage of Marks obtained in the Qualifying Examination /
last semester of in the Qualifying Examination (if results are not declared so far):
11. Registration no. : Year of Registration:

SOCIAL INFORMATION

12. Nationality:
13. Caste:
14. PWD Status: Yes / No
15. Communication Address (in full with PIN Code):

INFORMATION OF BANK DRAFT PURCHASED

Name of the Bank:
Name of the Branch:
Draft No. :

Full Signature of the Candidate