

FACULTY OF ARTS

Course of Study

For

THE DEGREE : Bachelor of Social Work (B.S.W.)

(THREE YEARS Course disbursed in SIX SEMESTERS Degree Course)

The objective of the Course is “To provide higher education in Social Work areas and to develop society and the nation”.

R.B.S.W. -1: Admission

1. A candidate seeking admission in the first BSW must have passed (10+2) =12th standard examination conducted by the Gujarat Higher Secondary Board or any other State Education Board or equivalent examination.
2. Admission will be given on merit. A repeater candidate will be eligible for admission if vacant seats are available after filling with merit.

R.B.S.W. -2 :

The course is a fulltime residential course and no student can join other course simultaneously

R.B.S.W.-3 :

- Rules for reservation and relaxation of the state as well as university will be followed during admission procedure.

R.B.S.W. -4:

An affiliated college or institution conducting B.S.W., course will not be allowed to admit more than 60 students to First semester B.S.W. Course .

R.B.S.W.- 5:

Medium of instruction & examination shall be Gujarati

R.B.S.W.-6

The duration of this course will be of three years divided into six semesters. This will be full time residential course and candidate admitted to this course will not be allowed to join any other course simultaneously.

R.B.S.W. - 7

The candidate admitted to First semester B.S.W. will be eligible to appear at the university examination provided he / she fulfills the following conditions.

- She/he fulfills conditions of minimum 80 % attendance in College and Hostel.
- he/she has resided in the college hostels during the entire course .

R.B.S.W. – 8

The Scheme of examination and distribution of marks for the various subjects of study at the First, Second, Third, Fourth, Fifth and Six Semester B.S.W. Examinations under three years course will be as shown in the course structure

R.B.S.W. - 9

The CBCS is not only student centric in the teaching-learning processes but is also their evaluation process. In CBCS, the evaluation process is divided into two parts under the CBCS. The first part-consists of Internal Evaluation (IE) and the second part consists of the Semester End Examination. (SEE) The division of marks between the two shall be as per the clause 3.2.4. In the CBCS, the evaluation process shall follow the norm that the faculty, who teaches the course, shall conduct the Internal Evaluation (IE) and the Semester end examination (SEE). The concerned faculty shall be accountable for transparency and reliability of the entire evaluation of the student in the concerned Course.

9.1 The framework for Internal Evaluation (IE)

Although assessment and evaluation process in CBCS is in continuous mode, for the purpose of finally letting the candidate know his/her progress periodically, an assessment is divided into four discrete components for reporting the scores to the student as earned by him or her.

The details of the Continuous Assessment are summarized in the Table below:

Component	Units covered In a course	Mode of Evaluation	Weight	Period of Continuous assessment
IE - 1	Initial 30%	Assignments	10%	First part of the semester. To be completed by 5 th week
IE - 2	Next 30%	Written Quiz	10%	Second part of the semester. To be completed by 10 th week
IE - 3	Remaining 40%	Written Test	10%	Third part of the semester. To be completed by 15 th week
SEE	100%	Semester End Examination	70%	To be completed between 18 th and 20 th week

- 9.1.1 The CAC (College Advisory Council) shall announce policy for IE for all the courses in the colleges in the beginning of the Semester and the same shall be communicated to the students.
- 9.1.2 The Internal Evaluation and scores of first part of the semester shall be completed during the 5th week of the semester.
- 9.1.3 The Internal Evaluation and scores of the second part of the semester shall be completed during the 10th week of the semester.
- 9.1.4 The Internal Evaluation and scores of third part of the semester will be completed during the 15th week of the semester.
- 9.1.5 In case a student fails to secure 12 out of 30 in the Internal Evaluation (all three components taken together), he/she shall not be allowed to appear for the Semester end examination. If candidate is not appearing in internal examination, he / she will be allowed for one chance to appear for missing test under the following conditions:
- (i) If a student produces the illness certificate of a medical officer of a Government hospital or a campus doctor or a registered medical practitioner.
 - (ii) On account of death of a person who is in blood relation with the candidate.

9.2 Semester End Examination (SEE)

During the 18th to 20th week of the Semester, a semester-end examination shall be conducted.

- 9.2.1 The duration of the semester-end examination shall be two hours for courses with practical and two and half hours for courses without practical. A question paper for semester end examination shall not expect the student to reproduce the answers by memorizing the topics, but it shall rather examine the candidate's creativity, comprehension, problem solving ability, interpretation and awareness capabilities.
- 9.2.2 The total weight for a practical will be of 20 percent, in all the courses containing practical. The practical Examination will be conducted by the University.

9.3 Final awarding of the Grades shall be completed latest by 24th week of the semester.

The head of the College shall forward to the controller of Examination the consolidated marks of all the students in IE and SEE for final computation of the Grade and announcement of the result.

Notes:

- 1. The result of the evaluated component shall be communicated to the students within 7 days of the completion each component.**
- 2. The final grades shall be announced latest by 24th week**

Filed examination

Field Work examination From Semester -01 to 05 shall be Conducted at the end of every Semester and the examination shall be Conducted by the College in Sixth Semester the Field Work Viva examination shall be conducted by the University .

R.B.S.W.-10. PROMOTION, RE-ADMISSION RULES & MAXIMUM TIME FOR COMPLETION OF COURSE

10.1 Rules of promotion shall be as under:

- 10.1.1 From semester I to semester II, if a student undergoes a regular course of study of the semester I and fulfills the required criterion of attendance and secures minimum 12 (out of 30) marks in the internal assessment component of each course.
- 10.1.2 From semester II to semester III, if a student undergoes a regular course of study of the semester II and fulfills the required criterion of attendance and secures minimum 12 (out of 30) marks in the internal assessment component of semester II.
- 10.1.3 From semester III to semester IV, if a student undergoes a regular course of study of the semester III and fulfills the required criterion of attendance and secures minimum 12 (out of 30) marks in the internal assessment component of semester III.
- 10.1.4 From semester IV to semester V, if a student undergoes a regular course of study of the semester V and fulfills the required criterion of attendance and secures minimum 12 (out of 30) marks in the internal assessment component of semester IV and clears all the courses of semester I and II.
- 10.1.5 From semester V to semester VI, if a student undergoes a regular course of study of the semester VI and fulfills the required criterion of attendance and secures minimum 12 (out of 30) marks in the internal assessment component of semester V.

10.2 Rules and the Procedure for granting Re-admission to the student shall be as under,

- 10.2.1 who had no put in the required attendance in a course in the concern Programme of a semester and thus detained, or
- 10.2.2 who had not cleared the required number of Courses and thus detained ; or

- 10.2.3 who had not, after completing a semester continued the studies in the next immediate semester on personal / health grounds but desired to continue his/her studies after a short break; such a student shall be eligible to rejoin the Programme from where he/she had 6.2.5 & 6.2.6.
- 10.2.4 A student who had put in not less than 50% of attendance in a semester and not registered for the examination shall be considered for the re-admission in the same semester.
- 10.2.5 The student, who after completing the first two semesters Programme, if opts out of the Programme, then he or she shall be eligible to rejoin the Programme, subject to the time period elapsed has not exceeded two years.
- 10.2.6 Such readmissions shall be granted by the Principal of the concerned college directly, subject to the fulfillment of the following conditions:
- a) The concerned teachers have granted the attendance of the Course in each semester.
 - b) The student shall complete the Programme within double the duration of the Programme from the year of the original admission.
 - c) No readmission shall be granted after the first four weeks of the Semester in which he/she is seeking admission.
- 10.2.7 Readmission shall not be applicable to the Programme in which admission is granted by a Central Admission Committee / college itself.
- 10.2.8 The Six-semester (three year) Programme shall be completed by a student within double the duration of the normal Programme period (i.e. 6 years).

Note: The provisional grade card will be issued at the end of every semester indicating the course completed successfully. Upon successfully completion of Bachelor degree Program a final grade card, which shall consists of grades of all courses will be issued by the Controller of Examinations of the University. Such a final grade card may be formed as shown in Table as under.

R.B.S.W. – 11 Awards of Grades, SGPA, CGPA

Credits, Grade Letter, Grade Points and Credit Points

- 11.1 Credit means** the unit by which the course work is measured. In these Regulations: one credit means one hour of teaching work or one and half hours of practical work per week.
- 11.2 Grade Letter** 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 Letter.
- 11.3 Grade Point** is weight allotted to each grade letter depending on the marks awarded in a course/paper

Award of Grades:

Range of % of Marks	Grade Letter	Grade Point
85 to 100	O	10
70 to <85	A	9
60 to <70	B	8
55 to <60	C	7
50 to <55	D	6
40 to <50	E	5
Less than 40	F	0

Semester Grade Point Average (SGPA)

Credit Points for the course = No. of Credits assigned for the course x Grade Point secured for that course.

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.

Note:

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

The following examples illustrate the calculation of Grade Points, Credit Points and Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The percentage of marks shown in column III is the marks secured by the student in the Internal Evaluation and Semester End Examination put together.

R.B.S.W.-12 Rules for Selection of Elective Subjects:

- 12.1.1 The Elective subjects shall be offered to students looking to the availability of the teachers in a particular college or nearby colleges.
- 12.1.2 Out of the titles offered under a particular Elective Subject, the number of students should be distributed equally.
- 12.1.3 The distribution of students in titles offered under a particular Elective subject may be variable within the range of 10 percent.

