

POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

(2015 - 16)

Prospectus



RAMAKRISHNA MISSION SIKAHANAMANDIRA

POST-GRADUATE AUTONOMOUS COLLEGE OF TEACHER EDUCATION UNDER
THE UNIVERSITY OF CALCUTTA

BELUR MATH, HOWRAH – 711 202

Email: rkmsm@rediffmail.com, rkmsmc@gmail.com

Web-site: www.rkmsm.org

Ph. No. (033) 2654-6081/9281/1635

POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

❖ Vision

The Post Graduate diploma aims to create a supportive and collaborative learning environment for students from diverse backgrounds and cultures to acquire knowledge, attitudes, and skills essential in the practice of guidance and counselling- The course will also help the students to become exemplary in applying essential guidance and counselling knowledge and skills in a variety of settings with individuals from diverse backgrounds.

❖ Mission

This one-year regular course is designed to prepare education professionals for guidance and counselling roles within the primary, secondary, higher and tertiary education sector. The programme includes study of the guidance and counselling regarding education policy environment, the legal and social context, the principles of leadership in education, and the culture of educational institutions. The course provides participants with an opportunity to develop their insights into leadership in education, and also to undertake a particular practical project related to their own work. A wide variety of methodologies – lectures, seminars and workshops are used throughout with a selection of key guest speakers from the local and national context brainstorming on relevant areas of Educational Guidance and Counselling, and other relevant themes.

The course is designed particularly for Students of Post-Graduate Level, Teachers, Head Teachers, Principals and Prospective Educational Leaders in the Indian Primary, Secondary and Higher Education sectors and other organizations working in this arena.

❖ Objectives of the course:

Post graduate diploma in guidance and counselling will enable the students to:

1. Have the knowledge, personal attitudes and skills to provide effective guidance counselling and developmental services to clients diverse in age, gender and socioeconomic status
2. Have a strong Identity as professional counsellors with a commitment to future development and possession of effective networking skills.

3. Have research and program evaluation skills that include development of research and program evaluation questions, selection of appropriate methodologies for collecting and analysing data.
4. Have the skills to primarily deliver developmental and preventative services using individual as well as small and large group interventions to children with different abilities.
5. Have the ability to go beyond providing individual services and have skills to lead teams of teaching professionals developing and providing a comprehensive set of services as needed by the client population.
6. Have a vision of career planning as a developmental process and to provide individual guidance and counselling and skills training to facilitate decision-making and to work with developmental life transitions.
7. Have the knowledge and skills to use, technology resources in professional practice and in research and to understand the application of ethical practice to use of assessment and information management tools.

❖ **Course of Study:** PG Diploma Course in
POST GRADUATE DIPLOMA IN GUIDANCE
AND COUNSELLING

❖ **Duration:** 1 year

❖ **Semesters:** 2

❖ **Intake:** 70 (approx.)

❖ **Course Fees: Total Rs. 9000/- (Nine thousand only)**

Rs. 5000/- (Rupees Five thousand only) to be paid at the time of admission).

Rs. 4000/- (Rupees Four thousand only) to be paid at the time of ignition of 2nd Semester.

❖ **Classes will be held on the following days and times:**

Tuesday – 4.30 to 7.00 p.m.

Thursday - 4.30 to 7.00 p.m.

Saturday – 2.00 to 6 p.m.

Sunday – 10.30 a.m. to 4.30 p.m.

❖ **Eligibility:**

- Academic qualification: Minimum 3 years Graduation in any discipline of any UGC recognized University.
- Age: No bar.
- **Sex: Male only.**

❖ **Mode of Selection:** Merit list will be prepared on the basis of the following*:

Madhyamik	20
Higher Secondary	20
Graduation (3 years)	30
PG (2 years)	20
B.Ed.	05
M.Ed.	05
Total =	100

*In-service Candidates will be given special preferences.

❖ **Last date of submission of filled in forms:** 8th August, 2015*

***Form can be downloaded from 22nd July, 2015 and submitted along with copies of all the testimonials.**

❖ **Merit List will be published on:** 12th August, 2015.

❖ **Reservation:** As per Rules framed by the Government of West Bengal.

❖ **Dates of Admission:** 17th & 18th August, 2015 (11.00 – 2.00 p.m.)

❖ **Dates of Admission from Waiting List:** 19th and 20th August, 2015.

❖ **Classes resume on:** 30th August (Sunday), 2015 at 10.30 a.m.