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Dhanaji Nana Chaudhari Vidya Prabodini's  
**Loksevak Madhukarrao Chaudhari  
College of Social Work, Jalgaon**  
NAAC Accredited 'A' Grade

प्रवेश देणे सुरु आहे. शैक्षणिक वर्ष 2018-2019

कवियत्री बहिणाबाई उत्तर महाराष्ट्र विद्यापीठ ,जळगाव मान्यता प्राप्त अभ्यासक्रम

1. Certificate Course in Child counselling
2. Certificate Course in Human Resource Management
3. Certificate Course in N.G.O. Management

पात्रता : 12 वी उत्तीर्ण (क.ब.चौ.उ.म. विद्यापिठात / संलग्न महाविद्यालयात प्रवेश आवश्यक

शुल्क : 1200 र रुपये

कालावधी : १ वर्ष

संपर्क :

डॉ.भुषण राजपुत -8669179105 ,

प्रा. जुगल घुगे - 9545769586

श्री. अमोल पाटील - 7588615482



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प्रवेश देणे सुरु आहे. शैक्षणिक वर्ष 2022-23

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प्रवेश देणे सुरु आहे.

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कालावधी : १ वर्ष

संपर्क :

डॉ. भुषण राजपुत -8669179105 ,  
प्रा. जुगल घुगे - 9545769586  
श्री. अमोल पाटील - 7588615482

### Admission opens for certificate courses

Public Sevak Madhukarrao Chaudhary College of Social Work Jalgaon Certificate Course Registration for admission has begun

All honorable parents and students are informed that, Dhanaji Nana Chaudhary Vidyaprabodhini Conducted Public Sevak Madhukarrao Chaudhary College of Social Work, Jalgaon (Unit under North Maharashtra University Jalgaon NAAC Academic Year at A Classified College of Social Work). 2018-19 for Certificate Course Online admission registration has started for

- Certificate Course in N.G.O. Management
- Certificate Course in Child Counseling
- Certificate Course in Human Resource Management

duration– 1 Year

charge– 1200 Rupee.

Eligibility for Admission:

- Certificate Course For admission, the student should be a student of K.B.Ch.North Maharashtra University and PRN Number is mandatory.

Registration ( Documents required for registration).

- score sheet, Bonafide, Receipt of payment of registration fee.

- Registration ( of application after registration). print remove, Should be deposited in the college.

For registration use the following link:

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>

Following for further information and future communication after registration whatapp Join the group using the link <https://chat.whatsapp.com/JjtDMHiT4wlBgi74v6vFAs>

Important Notice:

Date of Form Filling : : 01-10-2018 To 15 -10-2018

Registration Fee:30 Rupee.

For more information contact:

Dr. Bhushan Indrasingh Rajput -8669179105

Prof. Jugal Ghuge -9545769586 ,

Venue : Dhanaji Nana Chaudhary Vidya Prabodhini Conducted Public Sevak Madhukar Rao Chaudhary College of Social Work, 78/5, Shankarao Nagar, Fried Colony, Old Village Road, Jalgaon.

phone number:0257-2221302

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>



शिक्षण प्रेमींसाठी महत्त्वाची सूचना :

लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय जळगाव येथे Certificate Course प्रवेशासाठी नाव नोंदणीला सुरुवात □□

□□सर्व सन्माननीय पालकांना व विद्यार्थ्यांना सूचित करण्यात येते की, धनाजी नाना चौधरी विद्याप्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय, जळगाव (उत्तर महाराष्ट्र विद्यापीठ जळगाव अंतर्गत एकमेव NAAC मानांकित अ श्रेणी प्राप्त समाजकार्य महाविद्यालय) येथे शैक्षणिक वर्ष 18-19 साठी Certificate Course साठी ऑनलाईन प्रवेश नोंदणी सुरु झाली आहे.

- Certificate Course in N.G.O. Management
- Certificate Course in Child Counseling
- Certificate Course in Human Resource Management

कालावधी – 1 वर्ष

शुल्क – 1200 रु.

प्रवेशासाठी पात्रता:

- Certificate Course प्रवेशासाठी विद्यार्थी क.ब.चौ.उत्तर महाराष्ट्र विद्यापीठाचा विद्यार्थी असणे व PRN क्रमांक असणे अनिवार्य आहे.

Registration ( नोंदणी) साठी आवश्यक कागद पत्रे

- गुणपत्रक, बोनाफाईड, नोंदणी शुल्क भरल्याची पावती.
- Registration ( नोंदणी) झाल्यानंतर अर्जाची print काढून, महाविद्यालयात जमा करावी.

नोंदणीसाठी खालील लिंकचा उपयोग करावा:

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>

रजिस्ट्रेशन झाल्यावर अधिक माहितीसाठी व भविष्यातील संवादासाठी खालील whatapp लिंकचा वापर करून ग्रुपमध्ये सहभागी व्हावे <https://chat.whatsapp.com/JjtDMHiT4w1Bgi74v6vFAs>

महत्वाच्या सूचना:

फॉर्म भरण्याची तारीख : 01-10-2018 To 15 -10-2018

नोंदणी शुल्क : 30 रु.

अधिक माहितीसाठी संपर्क:

डॉ. भुषण इंद्रसिंग राजपुत - 8669179105

प्रा. जुगल घुगे -9545769586 ,

ठिकाण : धनाजी नाना चौधरी विद्या प्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय, 78/5, शंकरराव नगर, तळेले कॉलनी ,जुना खेडी रोड, जळगाव.

फोन नंबर: 0257-2221302

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>



Dhanaji Nana Chaudhari Vidya Prabodini's  
**Loksevak Madhukarrao Chaudhari  
College of Social Work, Jalgaon**  
NAAC Accredited 'A' Grade

प्रवेश देणे सुरु आहे.

कवियत्री बहिणाबाई उत्तर महाराष्ट्र विद्यापीठ ,जळगाव मान्यता प्राप्त अभ्यासक्रम

1. Certificate Course in Child counselling
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3. Certificate Course in N.G.O. Management

पात्रता : 12 वी उत्तीर्ण (क.ब.चौ.उ.म. विद्यापिठात / संलग्न महाविद्यालयात प्रवेश आवश्यक)

शुल्क : 1200 रु रुपये

कालावधी : १ वर्ष

संपर्क :

डॉ. भुषण राजपुत -8669179105 ,  
प्रा. जुगल घुगे - 9545769586  
श्री. अमोल पाटील - 7588615482

### Admission opens for certificate courses

Public Sevak Madhukarrao Chaudhary College of Social Work Jalgaon Certificate Course Registration for admission has begun□□

□□ All honorable parents and students are informed that, Dhanaji Nana Chaudhary Vidyaprabodhini Conducted Public Sevak Madhukarrao Chaudhary College of Social Work, Jalgaon (Unit under North Maharashtra University Jalgaon NAAC Academic Year at A Classified College of Social Work). 2019-20 for Certificate Course Online admission registration has started for

- Certificate Course in N.G.O. Management
- Certificate Course in Child Counseling
- Certificate Course in Human Resource Management

duration– 1 Year

charge– 1200 Rupee.

Eligibility for Admission:

- Certificate Course For admission, the student should be a student of K.B.Ch.North Maharashtra University and PRN Number is mandatory.

Registration ( Documents required for registration).

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Important Notice:

Date of Form Filling : : 25 Aug,2019 to 10 Sept,2019

Registration Fee:30 Rupee.

For more information contact:

Dr. Bhushan Indrasingh Rajput -8669179105

Prof. Jugal Ghuge -9545769586 ,

Venue : Dhanaji Nana Chaudhary Vidya Prabodhini Conducted Public Sevak Madhukar Rao Chaudhary College of Social Work, 78/5, Shankarao Nagar, Fried Colony, Old Village Road, Jalgaon.

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शिक्षण प्रेमींसाठी महत्त्वाची सूचना :

लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय जळगाव येथे Certificate Course प्रवेशासाठी नाव नोंदणीला सुरुवात□□

□□सर्व सन्माननीय पालकांना व विद्यार्थ्यांना सूचित करण्यात येते की, धनाजी नाना चौधरी विद्याप्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय, जळगाव (उत्तर महाराष्ट्र विद्यापीठ जळगाव अंतर्गत एकमेव NAAC मानांकित अ श्रेणी प्राप्त समाजकार्य महाविद्यालय) येथे शैक्षणिक वर्ष 19-20 साठी Certificate Course साठी ऑनलाईन प्रवेश नोंदणी सुरु झाली आहे.

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फोन नंबर: 0257-2221302

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NAAC Accredited 'A' Grade

प्रवेश देणे सुरु आहे.

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शुल्क : 1200 र रुपये

कालावधी : १ वर्ष

संपर्क :

डॉ. भुषण राजपुत -8669179105 ,  
प्रा. जुगल घुगे - 9545769586  
श्री. अमोल पाटील - 7588615482

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Important Notice:

Date of Form Filling : : 10 -10- 2020 to 20 -10-2020

Registration Fee:30 Rupee.

For more information contact:

Dr. Bhushan Indrasingh Rajput -8669179105

Prof. Jugal Ghuge -9545769586 ,

Venue : Dhanaji Nana Chaudhary Vidya Prabodhini Conducted Public Sevak Madhukar Rao Chaudhary College of Social Work, 78/5, Shankarao Nagar, Fried Colony, Old Village Road, Jalgaon.

phone number:0257-2221302

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>



शिक्षण प्रेमींसाठी महत्त्वाची सूचना :

लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय जळगाव येथे Certificate Course प्रवेशासाठी नाव नोंदणीला सुरुवात□□

□□सर्व सन्माननीय पालकांना व विद्यार्थ्यांना सूचित करण्यात येते की, धनाजी नाना चौधरी विद्याप्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय, जळगाव (उत्तर महाराष्ट्र विद्यापीठ जळगाव अंतर्गत एकमेव NAAC मानांकित अ श्रेणी प्राप्त समाजकार्य महाविद्यालय) येथे शैक्षणिक वर्ष 2021-22 साठी Certificate Course साठी ऑनलाईन प्रवेश नोंदणी सुरु झाली आहे.

- Certificate Course in N.G.O. Management
- Certificate Course in Child Counseling
- Certificate Course in Human Resource Management

कालावधी – 1 वर्ष

शुल्क – 1200 रु.

प्रवेशासाठी पात्रता:

- Certificate Course प्रवेशासाठी विद्यार्थी क.ब.चौ.उत्तर महाराष्ट्र विद्यापीठाचा विद्यार्थी असणे व PRN क्रमांक असणे अनिवार्य आहे.

Registration ( नोंदणी) साठी आवश्यक कागद पत्रे

- गुणपत्रक, बोनाफाईड, नोंदणी शुल्क भरल्याची पावती.
- Registration ( नोंदणी) झाल्यानंतर अर्जाची print काढून, महाविद्यालयात जमा करावी.

नोंदणीसाठी खालील लिंकचा उपयोग करावा:

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>

रजिस्ट्रेशन झाल्यावर अधिक माहितीसाठी व भविष्यातील संवादासाठी खालील whatsapp लिंकचा वापर करून ग्रुपमध्ये सहभागी व्हावे <https://chat.whatsapp.com/JjtDMHiT4w1Bgi74v6vFAs>

महत्वाच्या सूचना:

फॉर्म भरण्याची तारीख : 10 -10- 2020 पासून  
20 -10-2020 पर्यंत

नोंदणी शुल्क : 30 रु.

अधिक माहितीसाठी संपर्क:

डॉ. भुषण इंद्रसिंग राजपुत - 8669179105

प्रा. जुगल घुगे -9545769586 ,

ठिकाण : धनाजी नाना चौधरी विद्या प्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य  
महाविद्यालय, 78/5, शंकरराव नगर, तळेले कॉलनी ,जुना खेडी रोड, जळगाव.

फोन नंबर: 0257-2221302

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>



Dhanaji Nana Chaudhari Vidya Prabodhini's  
**Loksevak Madhukarrao Chaudhari  
College of Social Work, Jalgaon**  
NAAC Accredited 'A' Grade

प्रवेश देणे सुरु आहे.

कवियत्री बहिणाबाई उत्तर महाराष्ट्र विद्यापीठ ,जळगाव मान्यता प्राप्त अभ्यासक्रम

1. Certificate Course in Child counselling
2. Certificate Course in Human Resource Management
3. Certificate Course in N.G.O. Management

पात्रता : 12 वी उत्तीर्ण (क.ब.चौ.उ.म. विद्यापिठात / संलग्न महाविद्यालयात प्रवेश आवश्यक)

शुल्क : 1200 र रुपये

कालावधी : १ वर्ष

संपर्क :

डॉ. भुषण राजपुत -8669179105 ,  
प्रा. जुगल घुगे - 9545769586  
श्री. अमोल पाटील - 7588615482

### Admission opens for certificate courses

Public Sevak Madhukarrao Chaudhary College of Social Work Jalgaon Certificate Course Registration for admission has begun ☐☐

☐☐ All honorable parents and students are informed that, Dhanaji Nana Chaudhary Vidyaprabodhini Conducted Public Sevak Madhukarrao Chaudhary College of Social Work, Jalgaon (Unit under North Maharashtra University Jalgaon NAAC Academic Year at A Classified College of Social Work). 2021-22 for Certificate Course Online admission registration has started for

- Certificate Course in N.G.O. Management
- Certificate Course in Child Counseling
- Certificate Course in Human Resource Management

duration– 1 Year

charge– 1200 Rupee.

Eligibility for Admission:

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Important Notice:

Date of Form Filling : : 10 -10- 2021 to 20 -10-2021

Registration Fee: 30 Rupee.

For more information contact:

Dr. Bhushan Indrasingh Rajput -8669179105

Prof. Jugal Ghuge -9545769586 ,

Venue : Dhanaji Nana Chaudhary Vidya Prabodhini Conducted Public Sevak Madhukar Rao Chaudhary College of Social Work, 78/5, Shankarao Nagar, Fried Colony, Old Village Road, Jalgaon.

phone number: 0257-2221302

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शिक्षण प्रेमींसाठी महत्त्वाची सूचना :

लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय जळगाव येथे Certificate Course प्रवेशासाठी नाव नोंदणीला सुरुवात□□

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कालावधी – 1 वर्ष

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प्रवेशासाठी पात्रता:

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रजिस्ट्रेशन झाल्यावर अधिक माहितीसाठी व भविष्यातील संवादासाठी खालील whatsapp लिंकचा वापर करून ग्रुपमध्ये सहभागी व्हावे <https://chat.whatsapp.com/JjtDMHiT4w1Bgi74v6vFAs>

महत्वाच्या सूचना:

फॉर्म भरण्याची तारीख : 10 -10- 2021 पासून 20 -10-2021 पर्यंत

नोंदणी शुल्क : 30 रु.

अधिक माहितीसाठी संपर्क:

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फोन नंबर: 0257-2221302

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Dhanaji Nana Chaudhari Vidya Prabodini's  
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College of Social Work, Jalgaon**  
NAAC Accredited 'A' Grade

प्रवेश देणे सुरु आहे.

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शुल्क : 1200 र रुपये

कालावधी : १ वर्ष

संपर्क :

डॉ. भुषण राजपुत -8669179105 ,  
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श्री. अमोल पाटील - 7588615482

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30 -10-2022 up to

Registration Fee: 30 Rupee.

For more information contact:

Dr. Bhushan Indrasingh Rajput -8669179105

Prof. Jugal Ghuge -9545769586 ,

Venue : Dhanaji Nana Chaudhary Vidya Prabodhini Conducted Public Sevak Madhukar Rao Chaudhary College of Social Work, 78/5, Shankarao Nagar, Fried Colony, Old Village Road, Jalgaon.

phone number: 0257-2221302

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महत्वाच्या सूचना:

फॉर्म भरण्याची तारीख : 15-10- 2022 पासून

30 -10-2022 पर्यंत

नोंदणी शुल्क : 30 रु.

अधिक माहितीसाठी संपर्क:

डॉ. भुषण इंद्रसिंग राजपुत - 8669179105

प्रा. जुगल घुगे -9545769586 ,

ठिकाण : धनाजी नाना चौधरी विद्या प्रबोधिनी संचलित लोकसेवक मधुकरराव चौधरी समाजकार्य महाविद्यालय, 78/5, शंकरराव नगर, तळेले कॉलनी ,जुना खेडी रोड, जळगाव.

फोन नंबर: 0257-2221302

<https://enrolonline.mastersofterp.in/CollegeHome/Index/LMCCSW>



DHANAJI NANA CHAUDHARI VIDYA PRABODHINI'S  
COLLEGE OF SOCIAL WORK, KUSUMBA,  
JALGAON

## **SYLLABUS**

**Certificate Course in NGO Management**



# NGO Management

**1) Title of the Course - Certificate Course in NGO Management**

## **2) Rationale -**

Since the last two decades not only have members of NGO's mushroomed. But so have the funds they handle and diversity of the task engaged in. In such a scenario building of human resources and their practices are should becomes national activity among NGO to improve performance and enhance impact skillful professional's strengths NGO's ability to work technically to break the culture of silence of marginalized section of society. Professional social work engage in NGO sector as a front summer to the veritable development initiatives of NGO's are expected to be convert with the functioning and management. The proposed curriculum strongly ensured and enhancement of professional knowledge, attitude & skills of social worker (unskilled, untrained ) working in NGO's environment & The students of Professional social work.

## **3) Objectives -**

1. To develop an understanding of various concepts associated with NGO's
2. To enhance a critical understanding of the history and development of NGO's with it's different types.
3. To develop an various issues in management of NGO's
4. To make the micro-macro connection between the range complex issue in practice.
5. To develop skill in working with NGO's their formation & management and administration.
6. To develop attitudes conducive to participatory activities for a civic society.

## **4. Duration of Course - 1 Year**





# Syllabus of Certificate Course in NGO Management

## PAPER I - INTRODUCTION TO NGO



1. Basic Concept, Meaning, Definition and Types.
  - A) Characteristics of NGO's
  - B) Legal definition
  - C) Why NGO is voluntary agencies
2. Legal Procedure to start NGO
  - A) Need of Registration
  - B) Statutory law's for Registration
  - C) Objectives of NGO's
  - D) Purpose of Registration
  - E) Registration Procedure
  - F) Rules and Regulation
  - G) Governing body
3. Sectors of Operation
  - A) Social awareness
  - B) Economic Development/ Income generating activities
  - C) Legal aid
  - D) Environmental issues.
  - E) Health care Services
  - F) Water shade Management
  - G) Disaster Management
  - H) Non conventional energy sources.
4. Contribution & Role of NGO's in Social welfare
5. P.R.A. Technique -  
Need, Importance & Tools of P.R.A.



## PAPER II -Management & Administration of NGOs



1. Organizational Design & Structure in its environment  
Context
2. Organizational climate & management
3. Preparation of project proposal
  - A) What is project & major objective for project
  - B) writing the proposal
  - C) Components of Project Proposal
4. Work Processes task's
  - A) Unit of work, Time allotment, workload, Responsibility, Co-ordination
  - B) Staff - Client Relation
  - C) Team work, Supervision, Directing, Monitoring , Evaluation
5. Programme Management ( POSDCOARB)
  - P - Planning
  - O - Organization
  - S - Staffing
  - D - Documentation
  - Co - Co- Ordination
  - A - Auditing
  - R - Records
  - B - Budgeting



## PAPER III - FIELD WORK

A) Fields visits to the NGO's working in various fields of social welfare

( minimum five (5) visits essential )

B) Assignment's -

Design a project proposal on small Grand Programme ( SGP)

C) Seminar Presentation on various social issues & Contribution of NGO's in it.



References :-



- |                                 |   |                    |
|---------------------------------|---|--------------------|
| NGO's & Rural Poverty           | - | M.L. Narasaiah     |
| NGO's & Human Rights            | - | M.L. Narasaiah     |
| Rural Development through NGO's | - | A.K. Kapoor        |
| सामाजिक प्रशासन                 | - | Dharamvir Singh    |
| व्यावसायिक समाजकार्य            | - | लक्ष्मण कोतापल्ले  |
| सामुदायिक विकास आणि विस्तार     | - | प्राजक्ता टांकसाळे |
|                                 | - | बा. वि. तिजारे     |





DHANAJI NANA CHAUDHARI VIDYA PRABODHINI'S  
COLLEGE OF SOCIAL WORK , KUSUMBA,  
JALGAON

## **SYLLABUS**

**Certificate Course in Human Resource  
Management**

# CERTIFICATE COURSE IN HUMAN RESOURCES MANAGEMENT



## Rationale:-

The certificate course in Human Resource Management prepares a student for a career in industry and services. The programme facilitates learning in modern concepts, techniques and practices in the management of human resources and exposes the student to different functional areas of management to enhance the effectiveness.

The course is designed to develop - (i) the analytical, problem-solving and decision-making abilities, (ii) the awareness of the socio-economic environment, and (iii) the personality with socially desirable values and attitudes. Towards these objectives and to suit the contents of course, a variety of teaching methodologies, such as case studies, role-play, problem solving exercises, group discussion, computer simulation games, audio visuals, are used in the programme.

## Learners Objectives:

1. Gain a basic understanding of Human Resource Managements essential role in today's business.
2. Describe and discuss different roles and styles of Human Resource Management.
3. Explain and understand the importance of motivation, values, and ethics in the entire personnel area.
4. Know and explain the leagal requirements of H.R. Adminstration.
5. Examine and discuss internal and external factors, which affect personnel administration.
6. To facilitate learning modern concept, techniques and practices in the management of human resources to enhance the effectiveness.
7. To impart know- how which will be applied further in the field of HR by using skill and competence to conceptual, managerial and operational functions.

**Duration of the course :-** One Year

**Medium of instruction :-** English and Marathi.



1. Definition, Concept and Objectives of Human Resource Management.
2. Nature and scope of Human Resource Management
3. Characteristics of Human Resource Management.
4. Human Resource profession and Human Resource Department.
5. Line management responsibility in Human Resource Management.
6. Human Resource philosophy and policies.
7. Designing Human Resource system
8. Accountability in Human Resource.
9. Necessity of Human Resource Management.

## PAPER II PRINCIPLES AND PRACTICES OF HUMAN RESOURCE MANAGEMENT

### Course content

1. Principles of Human Resource Management.
2. Functions of Human Resource Department and qualities of a successful Human Resource Manager.
3. Manpower planning – Meaning, concept, components and importance.
4. Practices of Human Resource Management –
  - a) Recruitment and selection process
  - b) Placement and Induction
  - c) Promotion and Transfers
  - d) Performance Appraisal and Merit Rating
5. Training – Need, types, techniques and methods
6. Management Development Programme.



### PAPER III FIELD WORK (PRACTICAL)

1. Field Visit to various Human Recourse department of industries, and other corporate sector. (minimum five visit are compulsory)
2. Two Assignment on HRD practices.
3. Seminar presentation.
4. Book review, Article review, Web review (any one)
5. Viva voce (Internal) on Theory and Field work.

## REFERENCES :-

Principle and Practice of Management, Jaya Bhattacharya, Shrinivas Pub. Nagpur, 2004

Human Resource Management, B. Narayan, A.P.H. Pub. New Delhi, 1998

Emerging Issue in in Human Resource Management, T.D. Tiwari

नवी संसाधन व्यवस्थापन, श्रीनिवास जोशी, प्रकाश कोठारी, नंदकिशोर दायमा, प्रशांत विकेशन, जळगांव, २०१०

नवी संसाधन व्यवस्थापन, सुधीर बोधनकर, विवेक अलोणी, श्रीसाईनाथ प्रकाशन, नागपुर, २०००

नवी संसाधनचे व्यवस्थापन, प्रभाकर देशमुख, विदयाप्रकाशन, नागपुर.

चे अर्थशास्त्र, प्रभाकर देशमुख, विदयाप्रकाशन, नागपुर.



# Certificate Course in Child Counseling (CRCC)



## Rationale:-

Counseling the problem children and deprived, neglected as well as abused children is a challenging task for practitioners. Advances in behavioral sciences have resulted into a body of knowledge about emotional damage due to abuse, indicators of maltreatment, effective methods of communication with children and the ways to serve children with negative experiences. The practitioners need to keep abreast with the knowledge about all these. This certificate course is designed by taking into consideration the need of developing knowledge of counseling techniques and counseling skills among the functionaries who have to deal with children.

## Learning Objectives

**By the end of this certificate course the students would:**

1. Be able to reflect on the characteristics of childhood and its implications
2. Be able to discuss the key principles of UN Convention on Child Rights
3. Be able to discuss major issues related to Indian children
4. Understand the concept of counseling and role of the counselors
5. Comprehend various techniques of counseling
6. Attain knowledge about the qualities of good counselor and counseling ethics
7. Develop the sensitivity and positive attitude towards deprived children and their rights
8. Improve the skills of in-depth study of a case
9. Prepare comprehensive and analytical case reports of children

**Duration of the course :-** One Year

**Medium of instruction :-** English and Marathi.



# PAPER 1 - INTRODUCTION TO COUNSELLING



## 1) The Basics of Counseling

- Counseling: concept
- Types of counseling
- Core conditions for counseling relationship
- Personality and background of counselor
- Ethical aspects of counseling

## 2) Theories of counseling

- Adlerian Theory
- Cognitive Behaviour Therapy
- Reality Theory
- Rational Emotive Behavior Therapy
- Carl Rogers Client Centered Therapy
- Humanistic theories
- Psychoanalytic Theory

## 3) Counseling strategies and skills

### A) Strategies that build rapport and client dialogue

- Attending and encouraging
- Restating
- Paraphrasing
- Reflecting
- Perception checking
- Summarizing

### B) Strategies that aid in data gathering

- Questioning
- Probing

### C) Strategies that add depth and enhance relationship

- Self disclosure
- Confrontation
- Responding to non-verbal Behaviour
- Documentation





**4) Interviewing skills**

- A) Counseling interviews: Concept and meaning
- Purpose of counseling interviews
  - Interviewing Behaviour: Verbal and Non-verbal
  - Interviewing process
  - Principles for effective interview
- B) Group counseling - Concept, need and process



## PAPER 2 - CHILD DEVELOPMENT AND COUNSELING



- 1) **Child Development**
  - Stages and Characteristics of Child Development
- 2) **Counseling different types of children (For DWCD functionaries)**
  - Child in need of care and protection: meaning
  - Children in conflict with law: meaning
  - Abused children
  - Counseling needs of above children
- 3) **Counseling in Education (For Education functionaries)**
  - Counseling needs in educational setting
  - Children with special needs: Types and characteristics
  - Counseling areas at different levels of education
- 4) **Children's problems and their Identification**
  - A) Identifying children's following problems
    - Behavioral Problems
    - Personality Disorders
    - Problems such as depression, low self esteem, anxiety etc
    - Addiction
    - Defense mechanisms used by children
    - Any other problems that are prevalent among children
  - B) Overview of data gathering tools and techniques and their uses



## PAPER 3 – FIELD WORK (PRACTICAL)



Applying theory into practice (Field work or Practical)

Identifying problem child and the problem of the child

• Case study of a problem child

Minimum two case studies

• Interviewing a child

• Counseling session of 30 minutes for a child (Role Play)

Class room seminar

• Paper reading

• Group discussion

Home assignment on child counseling.

## REFERENCES :-

- Counseling psychology, S Narayana Rao, Tata Mc Grow Hill Pub. 1981
- Introduction to counseling and Guidance, Gibson and mitchell, PHI, India Ltd
- शैक्षणिक मार्गदर्शन आणि समुपदेशन, के.यु.घोरमोडे, कला घोरमोडे, विद्याप्रकाशन, २०१०.
- बाल विकास शास्त्र, ज्योती गायकवाड, मंगेश प्रकाशन, नागपुर, २००८
- समुपदेशन सिध्दांत आणि व्यवहार, प्रदीप कुमार, यश प्रकाशन, नागपुर



DHANAJI NANA CHAUDHARI VIDYA PRABODHINI'S

COLLEGE OF SOCIAL WORK, JALGAON



**SYLLABUS**

**Certificate Course in Child Counseling**

wef. 2020-21

# **Certificate Course in Child Counseling (CRCC)**

## **Rationale:-**

Counseling the problem children and deprived, neglected as well as abused children is a challenging task for practitioners. Advances in behavioral sciences have resulted into a body of knowledge about emotional damage due to abuse, indicators of maltreatment, effective methods of communication with children and the ways to serve children with negative experiences. The practitioners need to keep abreast with the knowledge about all these. This certificate course is designed by taking into consideration the need of developing knowledge of counseling techniques and counseling skills among the functionaries who have to deal with children.

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1. Be able to reflect on the characteristics of childhood and its implications
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6. Attain knowledge about the qualities of good counselor and counseling ethics
7. Develop the sensitivity and positive attitude towards deprived children and their rights
8. Improve the skills of in-depth study of a case
9. Prepare comprehensive and analytical case reports of children

**Duration of the course :-** One Year

**Medium of instruction :-** English and Marathi.



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## **1) The Basics of Counseling**

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- Types of counseling
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- Personality and background of counselor
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- Attending and encouraging
- Restating
- Paraphrasing
- Reflecting
- Perception checking
- Summarizing

### **B) Strategies that aid in data gathering**

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- Probing

### **C) Strategies that add depth and enhance relationship**

- Self disclosure
- Confrontation
- Responding to non-verbal Behaviour
- Documentation

#### **4) Interviewing skills**

A) Counseling interviews: Concept and meaning

- Purpose of counseling interviews
- Interviewing Behaviour: Verbal and Non-verbal
- Interviewing process
- Principles for effective interview

B) Group counseling - Concept, need and process



## **PAPER 2 - CHILD DEVELOPMENT AND COUNSELING**

### **1) Child Development**

- Stages and Characteristics of Child Development

### **2) Counseling different types of children (For DWCD functionaries)**

- Child in need of care and protection: meaning
- Children in conflict with law: meaning
- Abused children
- Counseling needs of above children

### **3) Counseling in Education (For Education functionaries)**

- Counseling needs in educational setting
- Children with special needs: Types and characteristics
- Counseling areas at different levels of education

### **4) Children's problems and their Identification**

#### A) Identifying children's following problems

- Behavioral Problems
- Personality Disorders
- Problems such as depression, low self esteem, anxiety etc
- Addiction
- Defense mechanisms used by children
- Any other problems that are prevalent among children

#### B) Overview of data gathering tools and techniques and their uses

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### **Applying theory into practice (Field work or Practical)**

#### **Identifying problem child and the problem of the child**

- Case study of a problem child

Minimum two case studies

- Interviewing a child
- Counseling session of 30 minutes for a child (Role Play)

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- Paper reading
- Group discussion

One assignment on child counseling.

## REFERENCES :-

- Counseling psychology, S Narayana Rao, Tata Mc Grow Hill Pub. 1981
- Introduction to counseling and Guidance, Gibson and mitchell, PHI, India Ltd
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- ~mc {dH\$mg emó, Á`moVr Jm`H\$dmS>, \_\$Joe àH\$meZ, ZmJnwa, 2008
- g\_wnXoeZ {gÜXm\$V Am{U `dhma, àXrn Hw\$\_ma, `e àH\$meZ, ZmJnwa

DHANAJI NANA CHAUDHARI VIDYA PRABODHINI'S

COLLEGE OF SOCIAL WORK, JALGAON



## **SYLLABUS**

**Certificate Course in Human Resource**

**Management**

wef. 2020-21

# **CERTIFICATE COURSE IN HUMAN RESOURCES MANAGEMENT**

## **Rationale:-**

The certificate course in Human Resource Management prepares a student for a career in industry and services. The programme facilitates learning in modern concepts, techniques and practices in the management of human resources and exposes the student to different functional areas of management to enhance the effectiveness.

The course is designed to develop - (i) the analytical, problem-solving and decision-making abilities, (ii) the awareness of the socio-economic environment, and (iii) the personality with socially desirable values and attitudes. Towards these objectives and to suit the contents of course, a variety of teaching methodologies, such as case studies, role-play, problem solving exercises, group discussion, computer simulation games, audio visuals, are used in the programme.

## **Learners Objectives:**

1. Gain a basic understanding of Human Resource Managements essential role in today's business.
2. Describe and discuss different roles and styles of Human Resource Management.
3. Explain and understand the importance of motivation, values, and ethics in the entire personnel area.
4. Know and explain the legal requirements of H.R. Administration.
5. Examine and discuss internal and external factors, which affect personnel administration.
6. To facilitate learning modern concept, techniques and practices in the management of human resources to enhance the effectiveness.
7. To impart know- how which will be applied further in the field of HR by using skill and competence to conceptual, managerial and operational functions.

**Duration of the course :-** One Year

**Medium of instruction :-** English and Marathi.

# **PAPER I – INTRODUCTION TO HUMAN RESOURCE MANAGEMENT**

## **Course content**

1. Definition, Concept and Objectives of Human Resource Management.
2. Nature and scope of Human Resource Management
3. Characteristics of Human Resource Management.
4. Human Resource profession and Human Resource Department.
5. Line management responsibility in Human Resource Management.
6. Human Resource philosophy and policies.
7. Designing Human Resource system
8. Accountability in Human Resource.
9. Necessity of Human Resource Management.

## **PAPER II PRINCIPLES AND PRACTICES OF HUMAN RESOURCE MANAGEMENT**

### **Course content**

1. Principles of Human Resource Management.
2. Functions of Human Resource Department and qualities of a successful Human Resource Manager.
3. Manpower planning – Meaning, concept, components and importance.
4. Practices of Human Resource Management –
  - a) Recruitment and selection process
  - b) Placement and Induction
  - c) Promotion and Transfers
  - d) Performance Appraisal and Merit Rating
5. Training – Need, types, techniques and methods
6. Management Development Programme.

### **PAPER III FIELD WORK (PRACTICAL)**

1. Field Visit to various Human Recourse department of Industries, and other corporate sector. (minimum five visit are compulsory)
2. Two Assignment on HRD practices.
3. Seminar presentation.
4. Book review, Article review, Web review (any one)
5. Viva voce (Internal) on Theory and Field work.



## REFERENCES :-

- Principle and Practice of Management, Jaya Bhattacharya, Shrinivas Pub. Jaipur, 2004
- Human Resource Management, B. Narayan, A.P.H. Pub. New Delhi, 1998
- Emerging Issue in in Human Resource Management, T.D. Tiwari
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- *\_mZdr g§gmYZMo ì`dñWmnZ, à^mH\$a Xoe\_wl, {dX`màH\$meZ, ZmJnwa.*
- *I\_mMo AW©emñì, à^mH\$a Xoe\_wl, {dX`màH\$meZ, ZmJnwa.*

DHANAJI NANA CHAUDHARI VIDYA PRABODHINI'S  
COLLEGE OF SOCIAL WORK, JALGAON



## **SYLLABUS**

### **Certificate Course in NGO Management**

wef. 2020-21

# **NGO Management**

## **1) Title of the Course - Certificate Course in NGO Management**

## **2) Rationale -**

Since the last two decades not only have members of NGO's mushroomed. But so have the funds they handle and diversity of the task engaged in. In such a scenario building of human resources and their practices are should becomes national activity among NGO to improve performance and enhance impact skillful professional's strengths NGO's ability to work technically to break the culture of silence of marginalized section of society. Professional social work engage in NGO sector as a front summer to the veritable development initiatives of NGO's are expected to be convert with the functioning and management. The proposed curriculum strongly ensured and enhancement of professional knowledge, attitude & skills of social worker (unskilled, untrained ) working in NGO's environment & The students of Professional social work.

### **3) Objectives -**

1. To develop an understanding of various concepts associated with NGO's
2. To enhance a critical understanding of the history and development of NGO's with it's different types.
3. To develop an various issues in management of NGO's
4. To make the micro-macro connection between the range complex issue in practice.
5. To develop skill in working with NGO's their formation & management and administration.
6. To develop attitudes conducive to participatory activities for a civic society.

### **4. Duration of Course - 1 Year**

## **Syllabus of Certificate Course in NGO Management**

### **PAPER I - INTRODUCTION TO NGO**

1. Basic Concept, Meaning, Definition and Types.

- A) Characteristics of NGO's
  - B) Legal definition
  - C) Why NGO is voluntary agencies
2. Legal Procedure to start NGO
- A) Need of Registration
  - B) Statutory law's for Registration
  - C) Objectives of NGO's
  - D) Purpose of Registration
  - E) Registration Procedure
  - F) Rules and Regulation
  - G) Governing body
3. Sectors of Operation
- A) Social awareness
  - B) Economic Development/ Income generating activities
  - C) Legal aid
  - D) Environmental issues.
  - E) Health care Services
  - F) Water shade Management
  - G) Disaster Management

- H) Non conventional energy sources.
- 4. Contribution & Role of NGO's in Social welfare
- 5. P.R.A. Technique -  
Need, Importance & Tools of P.R.A.

## **PAPER II -Management & Administration of NGO**

1. Organizational Design & Structure in its  
environment

Context

2. Organizational climate & management
3. Preparation of project proposal

A) What is project & major objective for project

B) writing the proposal

C) Components of Project Proposal

4. Work Processes task's

A) Unit of work, Time allotment, workload, Responsibility,  
Co-ordination

B) Staff - Client Relation

C) Team work, Supervision, Directing, Monitoring ,  
Evaluation

5. Programme Management ( POSDCOARB)

P - Planning

O - Organization

S - Staffing

D - Documentation

Co - Co- Ordination

A - Auditing

R - Records

B - Budgeting

## PAPER III - FIELD WORK

A) Fields visits to the NGO's working in various fields of social welfare  
( minimum five (5) visits essential )

B) Assignment's –

Design a project proposal on small Grand Programme ( SGP)

C ) Seminar Presentation on various social issues & Contribution of  
NGO's in it.



## References : -

- NGO's & Rural Poverty - M.L. Narasaiah
- NGO's & Human Rights - M.L. Narasaiah
- Rural Development through NGO's - A.K. Kapoor
- Dharamvir Singh
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NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL WORK, JALGAON  
 COURSE - Certificate Course in Human Resource management  
 ACADEMIC YEAR - - 2018-2019



TABLE-IV GRADE

Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper 2	G X C of Paper 3	CGPA	GRADE
		(Column 1) of Table 1)	(Column 2) of Table 2)	(Column 3) of Table 3)	(4+5+6)/20	
2	3	4	5	6	7	8
752	BAGUL SAGAR ASHOK	27	27	52	5.3	A
753	BHAVSAR VIVEK PRAMOD	24	24	52	5	A
754	BHOI PAYAL UTTAM	24	24	52	5	A
755	DEVARE DIWANSING AADHARSING					Absent
756	KHAIRNAR VAISHNAVI KISAN	24	27	52	5.15	A
757	MALI VITTHAL BHAGWAN					Absent
758	MARATHE MINAKSHEE PRAKASH	27	27	48	5.1	A
759	NIMBALKAR MAYURESH SHALIGRAM	30	27	52	5.45	A
760	PATIL PUNAM YUVARAJ	27	30	52	5.45	A
761	RATHOD TULASIRAM HARICHANDRA	27	30	48	5.25	A
762	SAINDANE DIKSHA NARENDRA	27	30	52	5.45	A
763	SHIRSATH AKSHAY VIJAY					Absent
764	TAYADE ANKIT DNYANESHWAR	27	30	52	5.45	A
765	THAKUR MADHURI GAJANAN	30	27	48	5.25	A
766	VADAR GANESH BARKU	30	27	52	5.45	A

*(Signature)*

*Co-ordinator*

*(Signature)*  
 ACTING PRINCIPAL  
 Loksevak Madhukarrao Chaudhari  
 College of Social Work, Jalgaon



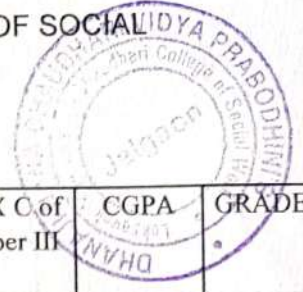


TABLE-IV GRADE

Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA (4+5+6)/2	GRADE
		(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	0	
2	3	4	5	6	7	8
654	ATKALE SACHIN DHIRAJ	27	27	52	5.3	A
655	BADHE DEVENDRA SUDHAKAR	30	27	52	5.45	A
656	BAGUL SAGAR ASHOK	27	24	52	5.15	A
657	BHARSAT SACHIN GIRIDHAR	27	24	52	5.15	A
658	BHOI PAYAL UTTAM	27	24	56	5.35	A
659	CHAUDHARI BHAGYASHRI GOPAL	30	27	52	5.45	A
660	DHAKARE SHUBHAM YUVARAJ	30	27	52	5.45	A
661	GAIKWAD ANUSAYA PANDURANG	30	27	52	5.45	A
662	GAVALI ASHWINI DEVIDAS	27	27	52	5.3	A
663	GAVIT DEVKI SONIRAM	30	27	52	5.45	A
664	JADHAV GANESH PRABHAKAR	30	27	52	5.45	A
665	JADHAV NAMRATA TUKARAM	30	27	52	5.45	A
666	JADHAV RAHUL RAJU	30	27	52	5.45	A
667	KOLI SATISH BHAGWAT	30	27	48	5.25	A
668	MAHALE VAISHALI RAMESH	30	30	52	5.6	A
669	NAIK DIPAK ASHOK	27	27	52	5.3	A
670	PARDESHI RANVIRSING DEELIPSING					Absent
671	PATIL KIRAN ARUN	27	30	52	5.45	A
672	PATIL MAHENDRA LOTAN					Absent
673	PATIL PUNAM YUVARAJ	27	27	52	5.3	A
674	PATIL SHRIRANG GOKUL	30	27	52	5.45	A
675	PAWAR KAVITA VIJAY	30	27	52	5.45	A
676	RATHOD PRAVIN SANTOSH	27	27	56	5.5	A
677	SAINDANE DIKSHA NARENDRA	30	24	48	5.1	A
678	SONAWANE SUNIL SEVIDAS	27	27	48	5.1	A
679	TADAVI ALTAZ IBRAHIM	30	27	48	5.25	A
680	TADAVI MAJJID MAKABUL	30	27	48	5.25	A
681	TAYADE ANKIT DNYANESHWAR	30	27	48	5.25	A
682	VADAR GANESH BARKU	30	24	52	5.3	A
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*(Signature)*  
 Co-ordinator

*(Signature)*  
 ACTING PRINCIPAL  
 Loksevak Madhukarrao Chaudhari  
 College of Social Work, Jalgaon



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
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 COURSE - Certificate Course in N.G.O. Management  
 ACADEMIC YEAR - - 2018-2019

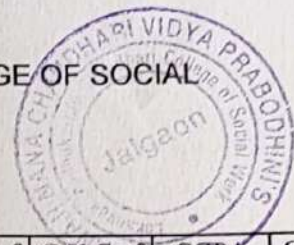


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2	3	4	5	6	7	8
571	BADGUJAR ANKIT SUNIL	27	27	52	5.3	A
572	BADHE DEVENDRA SUDHAKAR	24	27	52	5.15	A
573	BHARSAT SACHIN GIRIDHAR	24	27	52	5.15	A
574	CHAUDHARI LAKSHAMAN LONDHU	30	27	52	5.45	A
575	CHAVHAN DIPALI VIJAY	27	27	48	5.1	A
576	GAIKWAD SHILA DATTU	27	24	48	4.95	A
577	JADHAV RAHUL RAJU	27	24	48	4.95	A
578	KHAIRNAR VAISHNAVI KISAN	27	24	52	5.15	A
579	PATIL SHRIRANG GOKUL	27	27	52	5.3	A
580	RATHOD TULSIRAM HARICHANDRA	27	27	52	5.3	A
581	SONAWANE SUNIL DEVIDAS	27	27	52	5.3	A
582	TADAVI ALTAF IBRAHIM	24	27	52	5.15	A
583	TADAVI MAJJID MAKABUL	24	27	52	5.15	A
584	TADAVI YUNUS TAIYYUB	24	27	52	5.15	A
585	THAKUR JAYASHRI SHAILENDRA	27	27	52	5.3	A
586	ZAMBARE LALIT DNYANDEO	27	27	48	5.1	A

*Pravin*  
 Co-ordinator

*4/11*  
 ACTING PRINCIPAL  
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 College of Social Work, Jalgaon



TABLE-IV GRADE

Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA	GRADE
		(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/20	
2	3	4	5	6	7	8
1001	BHOYE FULA SURESH	24	24	52	5	A
1002	CHAUDHARI LAHAN VALAL	24	24	52	5	A
1003	KALE TEJASWINI MARUTI	24	24	52	5	A
1004	KATKAR PAVAN WASUDEO	24	21	52	4.85	A
1005	KHADE DNYANESHWAR GAJANAN	21	24	52	4.85	A
1006	KHAIRNAR VAISHNAVI KISAN	21	24	52	4.85	A
1007	KHAMBAYAT POOJA CHINTAMAN	21	24	52	4.85	A
1008	KOKANI SHANTILAL SHAMLAL	24	21	48	4.65	A
1009	MARATHE KOMAL BHAGWAN	24	24	52	5	A
1010	MARATHE MANSI SANJAY	24	24	52	5	A
1011	PATIL VAISHALI PRAKASH	24	24	52	5	A
1012	PAWAR BHARATI CHHOTIRAM	24	21	52	4.85	A
1013	PAWAR SHRIKANT BADRINATH	24	24	52	5	A
1014	SATDIVE KARUNA GAUTAM	24	24	52	5	A
1015	SONAWANE VAISHALI NANABHAU	24	24	52	5	A
1016	TAYADE POOJA BHAGWAT	24	24	52	5	A
1017	WADEKAR SUREKHA PRASHANT	21	24	48	4.65	A
1018	WAGHMARE KAMLESH KESHAV	24	24	52	5	A

*Principals*  
Coordinator



*2/1/20*  
ACTING PRINCIPAL  
Loksevak Madhukarrao Chaudhari  
College of Social Work, Jalgaon



OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 K, JALGAON  
 SE - Certificate Course in Human Resource management  
 ACADEMIC YEAR - - 2019-2020

TABLE-IV GRADE

Seat No	Full Name of the Student (first) (surname)	G X C of Paper I	G X C of Paper 2	G X C of Paper 3	CGPA	GRADE
		(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/20	
2	3	4	5	6	7	8
2001	BAVISKAR NINA NARENDRA	24	24	52	5	A
2002	BRAMHANE DIPAK SHANTARAM	21	24	48	4.65	A
2003	CHAVAN SANDIP APPA	21	21	52	4.7	A
2004	DEORE JAYASHREE RAVINDRA	24	24	52	5	A
2005	JOSHI ANANT PRAMOD	24	24	52	5	A
2006	MALI CHETAN ARJUN	24	24	52	5	A
2007	MALI MAYUR BAPU	21	24	48	4.65	A
2008	NIKUM NILESH NARAYAN	24	24	52	5	A
2009	PARDESHI MAYURI RAJENDRA	24	24	52	5	A
2010	SHINDE VAISHALI BALASAHEB	24	24	52	5	A
2011	SONAWANE SUNIL DEVIDAS	24	24	52	5	A
2012	VALAVI PRITAM KRISHNA	24	21	52	4.85	A

*Pratham*  
 Coordinator



*H.D.*  
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 Loksevak Madhukarrao Chaudhari  
 College of Social Work, Jalgaon



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF  
 SOCIAL WORK , JALGAON  
 COURSE - Certificate Course in N.G.O. Management  
 ACADEMIC YEAR - - 2019-2020

TABLE-III PAPER-III (PRACTICAL / FIELD WORK/PROJECT )

Sr. No	Seat No	Full Name of the Student (surname first)	Paper III (PRACTICAL / FIELD WORK/PROJECT )			
			Marks	Grade Point	Credit	G X C
1	2	3	4	5	6	7
1	3001	BHOYE FULA SURESH	87	6.5	8	52
2	3002	KALE TEJASWINI MARUTI	86	6.5	8	52
3	3003	KATKAR PAVAN WASUDEO	88	6.5	8	52
4	3004	KHAMBAYT POOJA CHINTAMAN	82	6	8	48
5	3005	MARATHE KOMAL BHAGAWAN	84	6	8	48
6	3006	MARATHE MANSI SANJAY	88	6.5	8	52
7	3007	PATIL VAISHALI PRAKASH	88	6.5	8	52
8	3008	PAWAR SHRIKANT BADRINATH	86	6.5	8	52
9	3009	SATDIVE KARUNA GAUTAM	86	6.5	8	52

*Pohell*  
 Co-ordinator



*4/11*  
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NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL WORK, JALGAON  
 COURSE - Certificate Course in N.G.O. Management  
 ACADEMIC YEAR - - 2020-2021

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA (4+5+6)/20	GRADE
1	2	3	4	5	6	7	8
1	3010	BADGUJAR RENUKA DNYANESHWAR	30	27	48	5.25	A
2	3011	BHALERAO VISHWAPRABHA SHARAD	27	24	52	5.15	A
3	3012	JAWALE MANASI PRAVIN	30	30	48	5.4	A
4	3013	KAROSIYA NEHA DINESH	27	30	48	5.25	A
5	3014	MAHAJAN SHIVANI RAJENDRA	27	27	52	5.3	A
6	3015	PATIL ATHARVA VINAY	27	27	52	5.3	A
7	3016	PATIL NILIMA RAVAN	27	27	52	5.3	A
8	3017	RAJPUT VIJAY NAVALSING	27	27	52	5.3	A
9	3018	SONAWANE VAISHALI NANABHAU	30	27	48	5.25	A
10	3019	TADVI MUSKAN IBRAHIM	27	27	48	5.1	A
11	3020	WANKHEDE SANJANA KISHOR	27	27	48	5.1	A
12	3021	PATIL CHAITALI ASHOK	27	27	52	5.3	A
13	3022	ASWAR VIKRAM SANTOSH	27	24	52	5.15	A

*Bhamburda*  
 Dr. B. Bhamaterrajput  
 Course-coordinator  
 8669179105



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NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 WORK, JALGAON  
 COURSE - Certificate Course in Human Resource management  
 ACADEMIC YEAR - - 2020-2021

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper 2	G X C of Paper 3	CGPA	GRADE
			(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/20	
1	2	3	4	5	6	7	8
1	2013	GAIKWAD RUSHIKESH VIJAY	27	30	48	5.25	A
2	2014	JADHAV TEJASWITA MUKUND	30	30	56	5.8	A
3	2015	JAWALE MANASI PRAVIN	30	30	56	5.8	A
	2016	NIKAM PALLAVI GIRDHAR	27	30	52	5.45	A
5	2017	SONAWANE VAISHALI NANABHAU	30	30	52	5.6	A
6	2018	WANI RUSHIKESH SATISH	30	30	52	5.6	A

*(Signature)*

Jugal P. Ghuge

Course coordinator

Mob. No - 9545769586



*(Signature)*

ACTING PRINCIPAL

Loksevak Madhukarrao Chaudhari  
 College of Social Work, Jalgaon



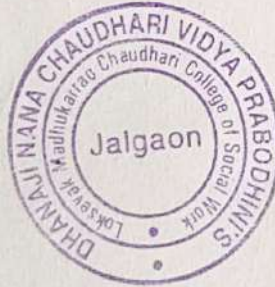
NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL WORK, JALGAON  
 COURSE - Certificate Course in Child Counseling  
 ACADEMIC YEAR - - 2020-2021

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA	GRADE
			(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/2	
1	2	3	4	5	6	7	8
1	1019	GAIKWAD RUSHIKESH VIJAY	27	30	52	5.45	A
2	1020	KADAM NAYANA GAMBHIR	27	27	44	4.9	A
3	1021	KALE OJASWINI RAJENDRA	27	27	44	4.9	A
4	1022	KAROSIA NEHA DINESH	30	30	52	5.6	A
5	1023	MAHAJAN SHIVANI RAJENDRA	30	30	52	5.6	A
6	1024	PATIL ATHARV VINAY	30	27	48	5.25	A
7	1025	TAYADE SWATI ANIL	30	27	44	5.05	A
8	1026	WAGH GAYATRI SANJAY	27	27	48	5.1	A
9	1027	RATHOD TULASIRAM HARICHAND	27	27	48	5.1	A
10	1028	ASWAR VIKRAM SANTOSH	27	27	48	5.1	A

Bhorait

Dr. B. F. Bhamatrayput  
 Course-coordinator  
 8669179105



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 College of Social Work, Jalgaon



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
WORK , JALGAON

COURSE - Certificate Course in Child Counseling

ACADEMIC YEAR - 2021-2022

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (first) (surname)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA (4+5+6)/2 0	GRADE
1	2	3	4	5	6	7	8
✓1	1029	AHIRE PUJA RAVINDRA	27	24	48	4.95	A
✓2	1030	BANKAR ROSHAN RAJU	27	24	48	4.95	A
✓3	1031	CHAVAN USHA GOVINDA	30	27	52	5.45	A
✓4	1032	DODE SHARDA NATTHU	30	27	52	5.45	A
✓5	1033	INGALE RUCHIKA PRASHANT	33	30	56	5.95	A
✓6	1034	JADHAV TEJASWITA MUKUND	24	24	48	4.8	A
✓7	1035	JAWALE MANASI PRAVIN	27	27	52	5.3	A
✓8	1036	MAHAJAN DIPALI RAJENDRA	27	27	48	5.1	A
✓9	1037	MALI YOGESH ANANDA	27	27	44	4.9	A
✓10	1038	PADVI CHETAN NARAYAN	27	<del>27</del>	48	5.1	A
✓11	1039	PADVI KANTILAL GORJI	24	27	48	4.95	A
✓12	1040	PATIL KALPESH SOMNATH	24	27	48	4.95	A
✓13	1041	PATIL SHIVANI NITIN	24	24	48	4.8	A
✓14	1042	PAWAR NITIN BHANGU	30	27	48	5.25	A
✓15	1043	PAWAR UMESH HARCHAND	30	27	44	5.05	A
✓16	1044	RATHOD NITIN DEVCHAND	30	24	44	4.9	A
✓17	1045	SURYAWANSHI ARCHANA VASANT	30	24	48	5.1	A
✓18	1046	TADAVI SANJANA ARMAN	24	27	44	4.75	A
✓19	1047	THAKARE SAVITA EKNATH	24	27	48	4.95	A
✓20	1048	VALVI DIWALYA INDYA	27	24	44	4.75	A
✓21	1049	VALVI INDRASING RAYSING	27	27	48	5.1	A
✓22	1050	VASAVE JAGAN SIPA	24	24	48	4.8	A
✓23	1051	VASAVE PRAVIN VIRSING	30	24	48	5.1	A
✓24	1052	WAGHE CHETAN RAVINDRA	30	<del>27</del>	<del>44</del>	5.05	A



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 WORK, JALGAON  
 COURSE - Certificate Course in N.G.O. Management ✓  
 ACADEMIC YEAR - - 2020-2021

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I (Column 7 of Table 1)	G X C of Paper II (Column 7 of Table 2)	G X C of Paper III (Column 7 of Table 3)	CGPA (4+5+6)/ 20	GRADE
1	2	3	4	5	6	7	8
✓1	3023	BRAHAMANE SHUBHANGI SHALIK	15	18	32	3.25	B
✓2	3024	GAVIT KAPIL RAJARAM	24	27	48	4.95	A
✓3	3025	JADHAV TEJASWITA MUKUND	24	27	48	4.95	A
✓4	3026	JAGTAP SARITA VINOD	24	27	44	4.75	A
✓5	3027	KOSHTI JAYESH KALPANARAJU	27	24	48	4.95	A
✓6	3028	KUMAVAT NAYANA ANIL	27	24	44	4.75	A
✓7	3029	MAHAJAN BHUSHAN DEVENDRA	30	24	48	5.1	A
✓8	3030	PATIL KALPESH SOMNATH	24	27	48	4.95	A
✓9	3031	RATHOD NITIN DEVCHAND	21	30	48	4.95	A
✓10	3032	RATHOD SHRIRAM BHIMSING	27	27	48	5.1	A
✓11	3033	SURYAWANSHI ARCHANA VASANT	15	18	48	4.05	B
✓12	3034	TADAVI SANJANA ARMAN	24	24	44	4.6	A
✓13	3035	TAYADE SWATI ANIL	30	27	48	5.25	A
✓14	3036	WAGH SAVITA PRAKASH	15	15	32	3.1	B



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 WORK , JALGAON  
 COURSE - Certificate Course in Human Resource management  
 ACADEMIC YEAR - - 2021-2022

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper 2	G X C of Paper 3	CGPA	GRADE
			(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/2 0	
1	2	3	4	5	6	7	8
1	2019	AHIRE PUJA RAVINDRA	27	<del>27</del>	52	5.3	A
2	2020	DHANGAR NIKHIL HIRALAL	27	30	48	5.25	A
3	2021	KOSHTI JAYESH KALPANARAJU	30	30	48	5.4	A
4	2022	KSHIRSAGAR PANKAJ ASHOK	27	30	52	5.45	A
5	2023	KUMAVAT NAYANA ANIL	27	30	52	5.45	A
6	2024	MAHAJAN BHUSHAN DEVENDRA	27	27	52	5.3	A
7	2025	PATIL MANOJ KHANDU	27	27	52	5.3	A
8	2026	RATHOD SHRIRAM BHIMSING	27	30	52	5.45	A
9	2027	SONAWANE SHUBHANGI SUDESH	30	30	52	5.6	A
10	2028	TAYADE SANDESH EKNATH	27	30	52	5.45	A
11	2029	TRIBHUVAN PIYUSH RAHUL	27	30	<del>48</del>	5.25	A
12	2030	WAGH SAVITA PRAKASH	27	27	52	5.3	A



OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 , JALGAON  
 E - Certificate Course in Human Resource management  
 MIC YEAR - - 2022-2023

TABLE-IV GRADE

Seat No	Full Name of the Student (surname first)	G X C of Paper 1	G X C of Paper 2	G X C of Paper 3	CGPA	GRADE
		(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/20	
2	3	4	5	6	7	8
2031	GARGE SWAPNALI RAMANLAL	27	30	52	5.45	A
2032	KATE PRATIK JITENDRA	27	30	48	5.25	A
2033	NIMBALKAR UMESH RAVINDRA	27	24	48	4.95	A
2034	PAWAR PRASAD BALASAHEB	30	27	44	5.05	A
2035	RAVERKAR HRISHIKESH VISHVESH	30	30	52	5.6	A

*Dr. B. I. Bhamare*  
 Dr. B. I. Bhamare  
 Coordinator



*Princ*  
 PRINCIPAL  
 Loksevak Madhukarrao Chaudhari  
 College of Social Work, Jalgaon



NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL  
 WORK, JALGAON  
 COURSE - Certificate Course in N.G.O. Management  
 ACADEMIC YEAR - 2022-2023

TABLE-IV GRADE

Sr. No	Seat No	Full Name of the Student (surname first)	G X C of Paper I	G X C of Paper II	G X C of Paper III	CGPA	GRADE
			(Column 7 of Table 1)	(Column 7 of Table 2)	(Column 7 of Table 3)	(4+5+6)/20	
1	2	3	4	5	6	7	8
1	3037	BHARUDE MANISHA GHANSHAM	24	27	44	4.75	A
2	3038	GAVALI MADHURI KHANDU	24	27	44	4.75	A
3	3039	HADE ANIL DNYANESHWAR	27	27	44	4.9	A
4	3040	INGALE ALKA VISHNU	27	24	40	4.55	A
5	3041	KHONDE ROHIT SUKLAL	24	27	40	4.55	A
6	3042	KOLI BHAGYASHRI GAJANAN	27	27	52	5.3	A
7	3043	KOLI SAPANA BALU	27	27	52	5.3	A
8	3044	KOSODE SAKSHI SANTOSH	30	27	48	5.25	A
9	3045	LAHASE SUSHIL VASANT	27	24	48	4.95	A
10	3046	MAULE ARCHANA HARIDAS	27	24	44	4.75	A
11	3047	MEHERE APURVA SANJAY	27	30	44	5.05	A
12	3048	MORE LALKRUSHNA DURGADAS	27	27	44	4.9	A
13	3049	PANPATIL ROHAN MANOHAR	24	27	44	4.75	A
14	3050	PATIL DARSHAN RAVINDRA	24	27	44	4.75	A
15	3051	PAWAR PRASAD BALASAHEB	27	24	40	4.55	A
16	3052	SALUNKHE DIPALI PANDHARINATH	27	27	48	5.1	A
17	3053	VALVI INDRASING RAYSING	27	27	52	5.3	A

*Praveen*  
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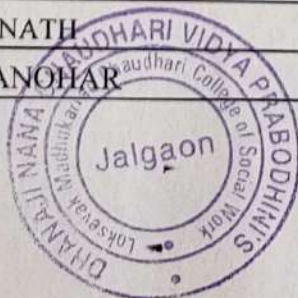


*Praveen*  
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 Loksevak Madhukarrao Chaudhari  
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TABLE-III PAPER-III (PRACTICAL / FIELD WORK/PROJECT )

Seat No	Full Name of the Student (surname first)	Paper III (PRACTICAL / FIELD WORK/PROJECT )			
		Marks	Grade Point	Credit	G X C
2	3	4	5	6	7
1053	AAHIRE POOJA DEEPAK	86	6.5	8	52
1054	AKOLKAR ABHISHEK APPASAHEB	84	6	8	48
1055	BARI MOHINI PANDURANG	82	6	8	48
1056	BARI VASUDEO BHAGAWAN	82	6	8	48
1057	BAVISKAR LATA SHAMRAO	79	5.5	8	44
1058	BHANDANE MAYUR ARUN	78	5.5	8	44
1059	BHARUDE MANISHA GHANSHAM	76	5	8	40
1060	BODADE YOGESH RAJU	78	5.5	8	44
1061	CHAUDHARI KAJAL DNYANESHWAR	76	5	8	40
1062	CHAUDHARI KIRAN KRUSHNA	80	5.5	8	44
1063	CHAUDHARI REVATI VITHOBA	78	5.5	8	44
1064	CHAVAN TEJAS AANANDA	AB	AB	8	AB
1065	CHAVHAN AJAY GOVINDRAO	82	6	8	48
1066	DESHMUKH SIDDHESHWAR SURYAKANT	82	6	8	48
1067	DHUM CHANDRAKANT KISAN	79	5.5	8	44
1068	GADHE DIKSHA CHINTAMAN	AB	AB	8	AB
1069	GARGE SWAPNALI RAMANLAL	82	6	8	48
1070	HADE ANIL DNYANESHWAR	82	6	8	48
1071	JADHAV YOGITA NARAYAN	84	6	8	48
1072	KATE PRATIK JITENDRA	86	6.5	8	52
1073	KOKATE AJAY GOPAL	86	6.5	8	52
1074	LULE BHUSHAN DEVENDRA	82	6	8	48
1075	MAHAJAN KHUSHBOO VINOD	78	5.5	8	44
1076	MAHAJAN SHIVANI MADHUKAR	79	5.5	8	44
1077	MAHAJAN SHUBHAM SAMADHAN	81	6	8	48
1078	MORE HARSHAL PRAKASH	83	6	8	48
1079	MORE SAKSHI NATTHU	76	5	8	40
1080	NEHETE VAISHALI SHARAD	78	5.5	8	44
1081	NILE MANISHA RAGHUNATH	76	5	8	40
1082	PANPATIL ROHAN MANOHAR	AB	AB	8	AB





NAME OF COLLEGE : DNCVP'S LOKSEVAK MADHUKARRAO COLLEGE OF SOCIAL WORK  
 COURSE - Certificate Course in Child Counseling  
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TABLE-III PAPER-III (PRACTICAL / FIELD WORK/PROJECT)

Seat No	Full Name of the Student (surname first)	Paper III (PRACTICAL / FIELD WORK/PROJECT)			
		Marks	Grade Point	Credit	G X C
1083	PATIL DARSHAN RAVINDRA	AB	AB	8	AB
1084	PATIL JAYASHRI VISHVANATH	76	5	8	40
1085	PATIL JITENDRA YUVRAJ	76	5	8	40
1086	PATIL RAHUL DANGAL	76	5	8	40
1087	RAVERKAR HRISHIKESH VISHVESH	82	6	8	48
1088	TADVI AARIF MEHERBAN	80	5.5	8	44
1089	TADVI MUSKAN IBRAHIM	80	5.5	8	44
1090	THOSAR LAXMI ASHOK	78	5.5	8	44
1091	WANKHEDE NIKITA RAJENDRA	80	5.5	8	44
1092	WANKHEDE SANJANA KESHOR	80	5.5	8	44

*B. F. Bhamare*  
 B. F. Bhamare  
 Coordinator



*[Signature]*  
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