

POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

(2017 - 18)

(Prospectus, Regulation, Syllabus)



RAMAKRISHNA MISSION SIKSHANAMANDIRA

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

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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.

Program Learning Outcome (PLO) of Post Graduate Diploma in Guidance and Counselling Course

After completion of the Post graduate Diploma in Guidance and Counselling (PGDGC) course students will -

1. Have the knowledge, personal attitudes and skills to provide effective guidance counselling and developmental services to the students diverse in age, gender and socio-economic status.
2. Have a strong identity as professional counsellors with a skill to provide academic and vocational guidance to the students.
3. Have the skills to primarily deliver developmental and preventative services using individual as well as small & large group interventions to children with different abilities.
4. Have the ability to go beyond providing individual services and skills to lead teams of teaching professionals, developing and providing a comprehensive set of services as needed by the student community.
5. Have an extensive knowledge of various career opportunities connected with different academic and vocational courses and a deeper understanding of their interrelations. They will also have the expertise of assessing and evaluating the individual's condition and provide the most appropriate and necessary guidance that will best fit the individual.
6. Have the knowledge and skills to use technology resources in professional practice & research and understand the application of ethical practice during assessment.
7. Have an immense knowledge of all the diverse psychological disorders that enable him to properly identify and take suitable measures to handle the problem of the individual.

8. Have the skill of taking the case history of an individual related to his/her psychological disorder.

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

❖ **Duration:** 1 year

❖ **Semesters:** 2

❖ **Intake:** 50 (approx.)

❖ **Course Fees:** Total Rs. 7000/- (Seven thousand only)

Rs. 4000/- (Rupees four thousand only) to be paid at the time of admission in the 1st Semester.

Rs. 3000/- (Rupees three thousand only) to be paid at the time of admission in the 2nd Semester.

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

Tuesday – 4.30 to 7.00 p.m. (Practical)

Thursday - 4.30 to 7.00 p.m. (Practical)

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)/ Equivalent Degree (Minimum 3 years)	30
PG (2 years)	20
Others (B.Ed./M.Ed./ B.P.Ed./M.P.Ed./etc.)	10
Total =	100

*In-service (Govt. / Semi Govt. Service) Candidates will be given special preferences.

❖ **Form can be downloaded from 14th July, 2017 and submitted along with copies of all the testimonials.**

❖ **Last date of submission of filled in forms: 31st July, 2017**

❖ **Merit List will be published on: 3rd August, 2017.**

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

❖ **Dates of Admission: 5th & 6th August, 2017 (11.00 – 2.00 p.m.)**

❖ **Dates of Admission from Waiting List: 8th August, 2017.**

❖ **Classes resume on: 13th August (Sunday), 2017 at 10.30 a.m.**
