

# POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

For Male Candidates only

**(2019-20)**

## Prospectus



**RAMAKRISHNA MISSION SIKSHANAMANDIRA**  
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](http://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 setting with individuals from diverse backgrounds.

## **❖ Mission**

This one-year regular course is designed to prepare education professionals for Guidance and Counselling within the primary, secondary, higher and tertiary education sector. The programme includes study of 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 pertinent 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 socio-economic 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 as well as 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 & large group interventions to children with different abilities.
5. 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 client population.
6. Have a vision of career planning as a developmental process and provide individual guidance and counselling as well as training skills to facilitate decision-making and to work with developmental life transitions.
7. Have the knowledge and skills to use technology resources in professional practice & research and understand the application of ethical practice to use of assessment and information management tools.

### **Program Learning Outcomes (PLOs) 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: POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING.**

❖ **Duration: 1 Year**

❖ **Semester: 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 initiation of 2<sup>nd</sup> Semester.

❖ **The Course will have to be completed within 3 years.**

❖ **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 6:00 p.m.**
- **Sunday - 10:30 a.m. to 5 p.m.**

**[N.B. 75% attendance in the classes is mandatory]**

❖ **Eligibility:**

- **Academic qualification: Minimum 3 years Graduate 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\*:

<b>Madhyamik</b>	<b>20</b>
<b>Higher Secondary</b>	<b>20</b>
<b>Graduation (3 years)/ Equivalent Degree (Minimum 3 years)</b>	<b>30</b>
<b>PG (2 Years)</b>	<b>20</b>
<b>Others (B.Ed./M.Ed./ B.P.Ed./M.P.Ed./etc.)</b>	<b>10</b>
<b>Total =</b>	<b>100</b>

- In-service Candidates will be given special preferences.
- Form is to be downloaded from the college website ([www.rkmsm.org](http://www.rkmsm.org)).
- Filled in Form to be submitted (last date of submission) within **15<sup>th</sup> June, 2019 (within working hours)**.
- During submission of Filled in Form Rs. 200/- to be deposited as the price of Form.
- Form may be submitted from **15<sup>th</sup> May, 2019** along with copies of all the testimonials (self-signed).

***N.B. Form can be submitted on the due dates between 12 noon to 4 p.m. at the **Shanti Bhavan Office (Office of the Controller of examinations)**.***

- ❖ **Merit List will be published on: 17<sup>th</sup> June, 2019.**
- ❖ **Reservation:** As per Rules framed by the Government of West Bengal.
- ❖ **Dates of Admission: 19<sup>th</sup> & 20<sup>th</sup> June, 2019 (11:00 – 2:00 p.m.)**
- ❖ **Dates of Admission from Waiting List: 22<sup>nd</sup> June, 2019.**
- ❖ **Classes resume on: 13<sup>th</sup> July, 2019 (Saturday) at 2:30 pm.**

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