

MADRAS SCHOOL OF SOCIAL WORK

(An Autonomous Institution Affiliated to the University of Madras, Accredited with A+ by NAAC)

DEPARTMENT OF SOCIAL WORK MASTER OF SOCIAL WORK (DISABILITY AND EMPOWERMENT)

26.06.2023

INSTRUCTIONS FOR PROVISIONALLY SELECTED CANDIDATES

- ❖ The Provisional Selection List candidates for the **MSW (Disability & Empowerment)** Department must pay the fees **ONLINE** by **28.06.2023**. The link for Fee Payment will be available in the candidate's login.
- ❖ For the details on fee structure, kindly visit the College website or this link <https://mssw.in/admissions/#FeeStructure>
- ❖ Fees must be paid **ONLY THROUGH ONLINE MODE**. Students have to make the necessary arrangement for the online payment of fees within the stipulated time (Full Fees or First Installment) and email the fee receipt to the Program Head at jesuin@mssw.in
- ❖ After Fee payment, the candidates have to come in -person and submit all their original certificates to the **Department of MSW (Disability & Empowerment)** on **28.06.2023 between 02:00 pm to 04:00 pm** at **MBG-1 Room (Next to the Principal's office)** and obtain the **Provisional Admission Letter**. For any inconvenience or rescheduling feel free to contact, the Program Head.
- ❖ Fee not paid within the stipulated time period (**26.06.2023 by 04.00 pm**) will result in **Cancellation of the Provisional Selection**.
- ❖ The **Provisional Selection will be confirmed only if all required documents/ certificates are submitted to the Program Head**. (Fee Receipt, 10th Mark Sheet, 12th Mark Sheet, UG - 6th / 8th-semester Mark Sheets, UG Consolidated Mark Sheet, Transfer Certificate, Course Completion Certificate, Community Certificate etc.)
- ❖ Candidates from Other Universities (other than the University of Madras) must apply and submit their **Migration & Eligibility Certificate**.
- ❖ **Candidates unable to produce original mark sheets of 6th / 8th Semesters, must furnish a website copy attested by the Controller of Examinations or Principal with the official seal.**
- ❖ Candidates having any standing arrear/s in the 6th/8th semester will naturally forfeit their seat even after admission.
- ❖ For any further clarification or doubts please feel free to contact **Prof. P. Jesuin John Bose, Program Head (9003257813) / Prof. R. Sridhar, Assistant Professor (9080903517)**.

Prof. P. Jesuin John Bose

Program Head,

MSW (Disability & Empowerment)