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SWAMI VIVEKANANDA YOUTH MOVEMENT

Swami Vivekananda Youth Movement (SVYM) is a non-profit, registered voluntary organisation working amidst the tribal & rural folk with its headquarters at Saragur, H.D. Kote Taluk in Mysore District. The main activities of the organization have been in the fields of Health, Education, and Community development services, Training, Research, Consultancy and Advocacy Services. Over the past 23 years, SVYM has grown in terms of its activities, its member strength, the area of coverage and the number of beneficiaries. Today SVYM has its Chapters in Kodagu, Dakshina Kannada, Hassan, Bangalore and Mysore Districts and has been working in 21 districts of Karnataka. It also has networking partners in all the four southern states & Maharashtra & Rajasthan in India. SVYM has also a registered sister concern in USA as Swami Vivekananda Youth Movement of North America The focus is on Community Involvement and Community Participation.

The organization's innovativeness in initiation and execution of the programs have been recognized and appreciated by both Governments & Non-Government agencies. Many Government, Non-Government and Corporate Bodies working in the development sector seek the expertise and experience of SVYM. The government agencies have been utilizing the expertise for capacity building of their personnel. The key personnel of the SVYM are Guest Faculty at State Institute of Rural Development, State Institute of Health and Family Welfare, Administrative Training Institute of Karnataka. The SVYM is also recognized as a base for NGO orientation of Indian Administrative Service (IAS) Officers of the Government by the Lal Bahadur Shastri National Academy of Administration, Mussorie. Both the Government of India and Government of Karnataka have included the SVYM in various committees formed to formulate plans and policies for Rural and Tribal Development.

The Swami Vivekananda Youth Movement has accumulated a wealth of knowledge, valuable experience, organisational and human resources through its experience in implementing projects, capacity building efforts, innovations, experimentations and the learning mechanisms.

SVYM is building the capacities of personal from development sector including administrative officers of Government of Karnataka. SVYM is working with ILO, UNDP, EHS, USAID, in various developmental projects.

SVYM has been awarded the '**NATIONAL YOUTH AWARD**' in 1991-92, **STATE BABASAHEB B.R.AMBEDKAR AWARD** in 2001-2002, **SAT PAUL MITTAL NATIONAL AWARD** in 2003, **BHAGWAN MAHAVEER NATIONAL AWARD** in 2004 for **NATION BUILDING** activities, **CIVIL SOCIETY AWARD** by the UNAIDS in 2006 for the fight against AIDS. The Ministry of tribal affairs, Government of India and Planning Commission, has also listed the Organization as **ONE of the EIGHT Established Voluntary Associations of the Country.**

VIVEKANANDA INSTITUTE FOR LEADERSHIP DEVELOPMENT

Vivekananda Institute for Leadership Development [VILD] is a unit of Swami Vivekananda Youth Movement [SVYM] Sargur, H.D.Kote Taluk. It is ideally situated beside the Ring Road, Hebbal Industrial Housing Colony, and just 1.5 kms from the Mysore-K.R.Sagar Road. It has a well-equipped and highly functional building located in a campus area of 1.6 acres. VILD is the brain child of the experiences of the SVYM members in starting and managing the NGO in the fields of health, education and community development.

VILD has been offering training to NGO teams and representatives on various issues of Management of Non Profit sector like Planning to Human Resource Management to Financial Management. It has also been actively involved in Action Research and has been serving as a field laboratory for innovative, interventional and pragmatic Models of Development. VILD has been pioneering professional management in Non Profit sector. Now it is ready to offer its experience based Management Programs to Non Profit Organisations (NPO) of the country in a structured form. Thus making available competent manpower for the development and improvement of core competencies in the management of Third Sector.

VILD has four integrated functional areas:

- 1] Research Projects,**
- 2] Training Programs**
- 3] Educational Programs and**
- 4] Advocacy and Consultancy Program**

All the four areas are fully focused on the NPO Sector. The main objective is to generate experience based knowledge in the NPO sector through research and to disseminate this knowledge through training programmes to the Human Resource of the institutions working in this area. And finally to theorize the experiences gained through research and training programs in this sector and to provide the same as structured educational programs so as to empower the younger generation with necessary managerial competencies.

Vivekananda Institute for Leadership Development has entered into a Memorandum of Understanding with the prestigious University of Mysore and is now offering India's first university accredited Integrated Postgraduate Diploma and Master's Programs in Non Profit Management. Our adventure heralds new opportunities to the youth of the country to combine their commitment with competence to serve in development organizations of the country and contribute their mite to the NATION BUILDING.

UNIVERSITY OF MYSORE

The University of Mysore was founded by His Highness Nalvadi Krishnaraja Wodeyar the then Maharaja of Mysore on 27th July 1916. It is the SIXTH University established in the country and the very FIRST in the princely state of Mysore. The University gained autonomy in 1956, and in 1960 the Post Graduate Centre at the picturesque environs facing the beautiful Kukkarahally Lake was established. The revered National Poet, former Vice-Chancellor of the University of Mysore and a Jnana Peeth Awardee, Dr. K.V.Puttappa (Kuvempu), named this Post Graduate Campus as MANASAGANGOTRI.

Originally the territorial jurisdiction of the University covered nine districts of the Karnataka State. With the carving out of Bangalore University (1964), Mangalore University (1980), and Kuvempu University (1987) the territorial jurisdiction of the University of Mysore now is spread over to the four southern districts of Chamarajanagar, Hassan, Mandya and Mysore.

There are five Faculties in the University: 1] Faculty of Arts, 2] Faculty of Science and Technology, 3] Faculty of Commerce, 4] Faculty of Education and 5] Faculty of Law. There are 122 affiliated colleges & 5 constituent colleges (with an aggregate of 53,000 students), 37 Post Graduate Departments, 8 specialised Research and Training centers and 2 post graduate centres that together offer about 55 regular academic programs to 3,500 students.

During the last nine decades Mysore University has been in the forefront of innovative higher education programs. Now it has extended its support to the cause of higher education beyond its campuses. It has affiliated colleges with good academic and infra-structural facilities to offer Post Graduate Courses. It has entered into Memorandum of Understanding with reputed and credible institutions to carry out research and / post graduate courses which are not available in the university campuses. Recognizing the academic credibility and long yeomen service to the cause of higher education the National Assessment and Accreditation Committee [NAAC] of U.G.C. has awarded FIVE STAR STATUS to the University of Mysore. Very few Universities in the country carry Five Star status.

It is in keeping with this innovative spirit that the University of Mysore has entered into collaboration with the Vivekananda Institute for Leadership Development, Mysore, a unit of Swami Vivekananda Youth Movement, Saragur enabling VILD to offer Master of Non Profit Management Course.

MANAGEMENT OF NON PROFIT ORGANIZATIONS [MNPM]

The Master of Management of Non Profit Organisations is A TWO-YEAR [24 MONTHS]. Four Semester Program offered by the VILD in collaboration with prestigious University of Mysore. This is an Integrated Course with each year of study being independent and interwoven with the other. Upon the successful completion of the First and Second Semesters if a candidate is unable to continue his second year of the study, then such successful candidate will be awarded a Post Graduate Diploma in Management of Non Profit Organisations by the University of Mysore. Such of those candidates can rejoin the second year as per their convenience, and subject to the provisions of the relevant regulations prevalent during that year, and complete their Masters Degree. Those of the candidates who successfully complete all the four semesters of the Two year course will be awarded Master of Management of Non Profit Organisations [MNPM] degree by the University of Mysore.

The University has evolved this course as a unique Inter-Disciplinary Academic Programme. The University has constituted a separate Board of Studies for the academic governance of the course.

MNPM is a field-based course. There is compulsory NGO Apprenticeship during Second and Third Semesters carrying 100 marks each. And during the Fourth Semester a candidate has to CONDUCT Research Project Work relating to a chosen NPO area for 150 marks.

Emphasis of this course is on the practical experience-based learning, facilitated by the subject experts with vast personal knowledge of NPO working. Hence, 40 per cent is earmarked for the Internal Assessment.

PROGRAM OBJECTIVES

The program aims to prepare students for top leadership roles in Non Profit organisations. Students completing the program will be able to:

- Work with all relevant constituencies to prepare or refine organisation mission statements, goals, and objectives
- Understand the organisational environment, including its legal, governmental, business, and social aspects, and be able to lead in the strategic planning of non-profit organisations
- Assess the effectiveness of non-profit organisations
- Understand the various financial statements for non-profit organisations

- Develop operating procedures for all major aspects of non-profit organisations
- Manage and motivate all related personnel, including volunteers
- Know the sources and understand the methods of funding and fund raising for non-profit organisations and interact effectively with donors
- Work with the communications media to advertise organisational activities and to promote good- will between the organisation and its audience.
- Understand and be responsive to the reporting requirements for all constituencies
- Understand the nature of Governing Boards; the selection, cultivation, and development of Board Members.

PROGRAM AUDIENCE

The program is especially suited to the professionals seeking leadership roles in the non-profit sector. The program is also tailor made for the heads and staff of quasi-governmental agencies such as religious, social service agencies in the fields of art, theatre, music, symphonic organisations; community leadership; research and philanthropy.

INTAKE:

The total intake shall be 40. 50% of the intake i.e. 20 seats, may be earmarked for the Sponsored candidates from the NGOs and other organizations. Unfilled vacancies in either of the categories can be shifted to the other category.

ELIGIBILITY CRITERIA

1. Candidates with a minimum of 45% of aggregate marks in a Degree course of University of Mysore or any other University considered equivalent thereto are eligible to apply for this course.
2. Sponsored candidates should have put in a minimum of 3 years of service in a recognized NGO.

SUBMISSION OF APPLICATION FORM

1. All the relevant portions of the Application Form should be filled up and submitted to the Office of the Director, VILD, CA-2, KIADB Industrial Housing Layout, Ring Road, Hebbal, Mysore-570 016, within the prescribed LAST DATE.
2. **Applications received after the due date will not be entertained.**
3. **Application with incomplete or incorrect information is liable for rejection.**

4. Self attested copies of the required certificates/ marks cards or Photostat copies of certificates issued by the Competent Authority should be attached along with the application. Originals should be produced only at the time of admission.
5. Original Degree marks cards and other certificates produced at the time of admission will not be returned until candidates complete the course or get their admission cancelled. Hence, candidates may keep with themselves sufficient Photocopies before submitting the originals.
6. Candidates should produce 4 stamp size photographs.
7. Foreign students are required to produce valid student VISA and Residential Permit at the time of admission.
8. **Candidates should collect the Admission Tickets of the Entrance Examination in person from the Director, VILD.** The candidates should carry sufficient proof of identity.
9. The date and place of Entrance Examination will be made available in the Admission Ticket.

ADMISSION PROCEDURE

1. Admission to Master of Non-Profit Management is under Fully Self-Finance Scheme only
2. All the admissions are made strictly in accordance with merit.
3. Reservation to an extent of 15% for SC and 3% for ST category will be made
4. As per merit- cum -reservation. Vacancy under these categories will be transferred to the General Merit category
5. 50 per cent of the Intake is reserved for sponsored by NGO institutions, subject to the condition that such candidates fulfill the Eligibility Criteria. Vacancies under this category will be shifted to the General Merit category.
6. Candidates, other than the sponsored candidates, will have to take an **ENTRANCE TEST**. Entrance Test is to test Proficiency in English, Mathematical ability, Test of Reasoning & General Awareness. Details of Entrance Test will be provided at the time of Registration of application.
7. A list of candidates prepared on the basis of 50% of the total marks of the candidate's Bachelor course PLUS 50% marks obtained by him/her in the Entrance Test will constitute the merit list for the purpose of selection of candidates for admission.

ADMISSION SCHEDULE

1. June 11th - Issue of Prospectus and applications
2. July 14th - Last date for submission of applications
3. July 22nd - Entrance test. (Computer skills, general knowledge, general aptitude, Social concern, reasoning, English and interview)
4. July 25 - Announcement of List of selected candidates.
5. August 4th - Last day for admission.

ACADEMIC CALENDAR

- n 6/8/07 and 7/8/07 orientation
- n 21/8/07 Ist test
- n 22/10/07 IInd test.
- n 10/11/07 Completion of the process of Internal Assessment
- n 17/12/07 commencement of examination for the Ist semester
- n 7/01/08 Commencement of the IInd semester.
- n 14/2/08 and 15/2/08 first test
- n 21/3/08 and 22/03/08 second test
- n 26/4/08 completion of internal assessment
- n 19/6/08 Commencement of examination for the IInd semester
- n 1/07/08 Placement of students for apprenticeship and project training

Note : Every working Friday or Saturday apprenticeship visit to NGO

SCHEME OF EXAMINATION:

The scheme of examination for the course shall be as specified below

FIRST SEMESTER

No	Subject	Teaching Hours per week		Internal Assessment	Written	Total
		Lecture	Seminar/ Case study	Max Marks	Max Marks	Max Marks
1.	Introduction to Non Profit Sector	4	1	40	60	100
2.	Social Philosophy	4	1	40	60	100
3.	Indian Economy	4	1	40	60	100
4.	Managing Organisation and the Self	4	1	40	60	100
5.	Project Development, Management and Reporting	4	1	40	60	100
	TOTAL			200	300	500

SECOND SEMESTER

No	Subject	Teaching Hours per week		Internal Assessment	Written	Total
		Lecture	Seminar/ Case study	Max Marks	Max Marks	Max Marks
1.	Social Values and Movements	4	1	40	60	100
2.	<i>Accounting for NPOs</i>	4	1	40	60	100
3.	Legal Environment for NPOs	4	1	40	60	100
4.	Research Methods and Statistics	4	1	40	60	100
5.	Apprenticeship	-	-	40*	60*	100*
	TOTAL			200	300	500

* Concerned faculty will assess the Apprentice based on field performance and written report submitted by him for 60 marks. There will be a VIVA VOCE for 40 marks.

THIRD SEMESTER

No	Subject	Teaching Hours per week		Internal Assessment	Written	Total
		Lecture	Seminar/ Case study	Max Marks	Max Marks	Max Marks
1	Marketing Management in NPOs	4	1	40	60	100
2	Sustainable Technologies and Development	4	1	40	60	100
3	Human Resource Management	4	1	40	60	100
4	Elective I	4	1	40	60	100
5	Field Work and Project	-	-	40*	60*	100*
	TOTAL			200	300	500

- * Concerned faculty will assess the Apprentice based on field performance and written report submitted by him for 60 marks. There will be a VIVA VOCE for 40 marks.

FOURTH SEMESTER

No	Subject	Teaching Hours per week		Internal Assessment	Written	Total
		Lecture	Seminar/ Case study	Max Marks	Max Marks	Max Marks
1	Governance, Citizenship and Constitutional Values	4	1	40	60	100
2	Financial Management for NPOs	4	1	40	60	100
3	Elective II	4	1	40	60	100
4	Research Project	-	-	50*	150**	200
	TOTAL			170	330	500

- * Viva Voce, ** Project Report.

EVALUATION

INTERNAL ASSESSMENT PROGRAMME:

Internal Assessment Programme for the subjects shall be as follows:

1. Periodic Tests - 10 Marks
2. External Activity Assignments - 15
3. Research Activity - 15

APPRENTICESHIP AND PROJECT WORK:

Candidates will be working attached to NGOs or undertake an independent project as assigned by the institute/faculty during their Second and Third Semester. They will be assessed for 100 marks in each of these semesters for apprenticeship.

The candidate will be assigned a field for a detailed study during the Fourth Semester under Project Work. The assigned faculty will guide candidate during the course of this research project. The Project Report so submitted will be evaluated for 150 marks and the Project Viva Voce will carry 50 marks.

CLASSIFICATION AND DECLARATION OF RESULTS:

- u Minimum for Pass in each paper shall be 40% [examination paper and internal assessment put together] and 50% in aggregate of all the semesters.
- u There shall be minima of 40 percent for a pass in the written examination. However, there shall be no separate minima for internal assessment.
- u To declare First Class/Distinction/Rank the aggregate of the total marks secured by a candidate in all the Semesters shall be considered. All other candidates shall be placed in Second Class, as per the following table:

Percentage	Class
70% and above	First Class with Distinction
60% and above but less than 70%	First Class
50% and above but less than 60%	Second Class

PROVISION FOR REPEATERS:

- u Such of those candidates who have failed/remained absent/opt to improve in any one or more papers shall be called repeaters. They shall appear in such paper/s during two immediate successive examinations. There shall be no provision for improvement of internal assessment marks.
- u Candidates seeking improvement have to surrender the Degree Certificate, Provisional Pass Certificate/Original Marks Cards of concerned semester/s.
- u The supplementary examination for every semester shall be conducted along with the immediate ensuing semester examination. In the case of improvement the candidate shall be allowed to appear in theory papers only

ATTENDANCE REQUIREMENT

1. Each Semester shall be taken as a Unit for the purpose of calculating attendance.
2. A student shall be considered to have put in the required attendance for the semester if he/she has attended not less than 80% of the number of working periods [lectures, seminars and other curricular activities taken together].
3. Shortage of attendance up to 15%, i.e. 65% or more but less than 80% may be recommended to the university for the condonation as per the university's prevalent Rules in this regard.
4. A candidate who does not satisfy the requirement of Attendance shall not be eligible to take the examination of the concerned semester. A candidate who fails to satisfy the attendance requirement in a given semester shall subsequently rejoin the same semester.

EDUCATION METHODOLOGY

MEDIUM OF INSTRUCTION

The Medium of Instruction shall be English.

METHODS OF INSTRUCTION

- A. This course is operated on a lecture, discussion, and student participation format.
- B. Students will read and discuss materials dealing with the basic topics and issues of the course.

- C. Several guest lecturers from non profit organizations working in such areas as general administration, managing volunteers, fund raising, legal aspects, public relations, government regulations, philanthropy, needs assessment, grant and proposal development, and inter organizational networks will be invited to speak on processes, approaches, problems, and trends in the non profit field.
- D. Students may be required to present selected materials to the class.
- E. Structured exercises may occasionally be provided to simulate specific case examples.
- F. Audio visual material and/or printed handouts will supplement reading and classroom instruction.
- G. Field Work in a Non-Profit Organization

Audio-Visual material and / or printed handouts will supplement reading and classroom instructions. Fieldwork experiences of the students during their apprenticeship will be yet another major source of discussions during the seminars.

COURSE FEES

1. Course Fee Per Year is Rs.48,000 [Rupees Forty Eight thousand only]. This includes Rs 800 Registration Fee and Rs. 7,200 University's share of Tuition Fee, payable to the University of Mysore.
2. Course Fee Per Year for Foreign and Non Resident Indian students is Rs 58,000 [Rupees Fifty Eight thousand] plus the university fee relating to them
3. The Fees should be paid to the VILD at the beginning of First and Third semesters.

LOAN FACILITY

VILD will facilitate loan facility from the national banks to the eligible students as per the terms and conditions of concerned banks.

CAREER AND PLACEMENT

Graduates will be qualified for jobs such as:

- √ Non-profit Organization manager
- √ Public administration officer.
- √ Manager in Co-operative Sector

VILD will assist students in career selection. Placements will be facilitated through campus interviews by the reputed NGOs of the country.

RESOURCES AND SERVICES

HOSTEL

VILD will provide hostel facility.

CANTEEN

A canteen is located inside campus catering to the needs of members of VILD.

BROADBAND INTERNET CONNECTIVITY

There is Internet connectivity for the student for fast access of e-mails and browse information.

TRANSPORT SERVICE

The Institute has its own bus and this service is available on payment. VILD is also accessible by public transport and is well serviced.

STUDENTS' REGULATIONS

All students enrolled into the program will be provided with the Student Regulations, which contain the various Rules and Regulations pertaining to administering the program and the examinations.

All registered students of the Vivekananda Institute for Leadership Development are required to strictly adhere to the Rules and Regulations stipulated therein.

Vivekananda Institute for Leadership Development

Master of Non Profit Management [MNPM] Program

Application Form

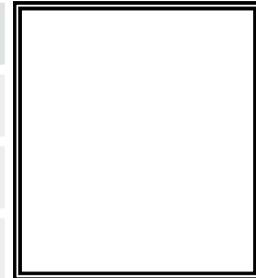
(Read details in the prospectus carefully before filling this application)

PERSONAL DETAILS (Use Capitals Only)

Name of Candidate: Mr./Ms.

Father's Name

Mailing Address



City

State

Pin

E-mail

Phone No

(O) Std code _____ No _____ (R) Std code _____ No _____

Seat Category

General Merit

SC

ST

ACADEMIC RECORD

Examination	Medium of Instruction	Board/ University	Marks (%)	Year of Passing
Matriculation				
Pre University / 10+2				
Bachelor's Degree				<input type="checkbox"/> 1st attempt <input type="checkbox"/> Subsequent Attempt

(Enclose Xerox Copies of all the Marks Sheets)

Application Fee * Cash * Draf No _____ Bank _____

**Statement of Objectives for joining the MNPM Course
(Not More than 40 words)**

Signature of the Candidate

OFFICE USE				
	Marks Obtained	50 Percent	Position in the Admission List	Admission Details
Bachelor's				Date:
Entrance Test				Receipt No:
Total				A.R.SINo