



Tata Institute of Social Sciences

ADMISSION BROCHURE FOR

Common Admission Test-Post Graduate Programmes

2026-2027



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Notes:

1. If you have any questions or queries related to Admissions 2025 contact the Admissions Helpline at 022 - 25525252/ admissionsinfo@tiss.ac.in
2. The contents of this Admission Brochure are subject to modifications and will be communicated as applicable.

**ADMISSION BROCHURE FOR
COMMON ADMISSION TEST-POST GRADUATE
PROGRAMMES**

2026-2027



Tata Institute of Social Sciences
(A Deemed to be University, Under Section 3 of the UGC Act, 1956)
(A Grant-in-Aid Institute under Ministry of Education, Government of India)
V.N. Purav Marg, Deonar, Mumbai 400 088

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ABOUT THE INSTITUTE

The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work. In 1944, it was renamed as the Tata Institute of Social Sciences. The year 1964 was an important landmark in the history of the Institute, when it was declared as a Deemed to be University under Section 3 of the University Grants Commission Act (UGC), 1956; and in 2023 TISS was given the status of a Grant-in-Aid Institute under the Ministry of Education, Government of India.

Vision and Mission

The vision of the TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all.

In pursuance of its vision and guiding principles, TISS organises teaching programmes to facilitate the development of competent and committed professionals for practice, research and teaching; undertakes research; develops and disseminates knowledge; and reaches out to the larger community through extension, at the local, national, regional and international levels.

ADMISSION TO POSTGRADUATE PROGRAMMES THROUGH CAT

Currently, three postgraduate programmes are offered through the **Common Admission Test (CAT)** route.

1. **Master of Hospital Administration (MHA)** programme offered by the **School of Health Systems Studies (SHSS)**, TISS Mumbai.
2. **M.A. in Human Resource Management & Labour Relations (MA HRM & LR)**, offered by the **School of Management and Labour Studies (SMLS)**, TISS Mumbai.
3. **M.A. in Organisation Development, Change and Leadership (MA ODCL)**, offered by the **School of Management and Labour Studies (SMLS)**, TISS Mumbai.

The detailed admission process, along with programme-wise weightage and assessment components, is provided below.

General Instructions for Applying to PG Programmes 2026-27 (Through CAT 2025)

1. Admission to PG Programmes through CAT 2025 (also known as “CAT-PG Programmes”)
2. Admission to CAT-PG Programmes listed in this document is based on the CAT 2025 score and subsequent assessments as per the criteria outlined below.

The selection process for the admission to the CAT-PG Programmes consists of two stages:

Stage A: Based on their performance in the CAT 2025 examination and other criteria, candidates will be shortlisted to appear for an online assessment. The criteria for shortlisting Online Assessment (OA) is given in Tables 1 and 2.

Stage B: Based on their performance in the OA and other criteria, a final merit list will be prepared. The criteria for shortlisting the final merit list is given in Table 3.

All rules related to reservations of seats under different categories and priorities will be applied for the final seat allocation through the merit list/waitlist.

Criteria for Shortlisting for Online Assessment (OA)

A.1. Master of Hospital Administration (MHA)

Weightage: CAT Score 95% and 5% Academic Diversity*

Academic Diversity for MHA: Graduates with a background in health sciences or medicine (the eligible disciplines are listed below) will be given an additional 5% weightage.

- Bachelor of Medicine and Bachelor of Surgery (MBBS)
- Bachelor of Dental Surgery (BDS)
- Bachelor of Ayurvedic Medicine and Surgery (BAMS)
- Bachelor of Homeopathic Medicine and Surgery (BHMS)
- Bachelor of Unani Medicine and Surgery (BUMS)

- Bachelor of Siddha Medicine and Surgery (BSMS)
- Bachelor in Veterinary Science (BVSc)
- Bachelor of Physiotherapy (BPT)
- Bachelor of Pharmacy (BPharm)
- Bachelor of Occupational Therapy (BOT)
- Bachelor of Optometry (BOptom)
- Bachelor in Audiology and Speech-Language Pathology (BASLP)
- Bachelor of Science in Nursing
- Bachelor of Science in Radiography and Medical Imaging
- Bachelor of Science in Microbiology
- Bachelor of Science in Life Sciences

Table 1: Minimum CAT (Percentile) Cut-off for OA shortlisting for MHA

Category	Verbal Ability and Reading Comprehension (VARC)	Data Interpretation and Logical Reasoning (DILR)	Quantitative Aptitude (QA)	Overall
General/KM/AF/EWS	60	55	55	60
NC-OBC	54	50	50	54
SC/ST	45	41	41	45

A.2. Shortlisting for OA for MA HRM&LR and MA ODCL)

Weightage for MA HRM & LR: CAT score 97% and 3% for Gender Diversity (3 marks extra for females and transgender)

Weightage for MA ODCL: CAT score 95% and 5% for Gender Diversity (5 marks extra for females and transgender)

Table 2: Minimum CAT (Percentile) Cut off for OA Shortlisting for MA HRM&LR and MA ODCL

Category	Verbal Ability and Reading Comprehension (VARC)	Data Interpretation and Logical Reasoning (DILR)	Quantitative Aptitude (QA)	Overall
General/KM/AF/ EWS	60	60	60	70
NC-OBC	54	54	54	63
SC/ST	45	45	45	53

B) Criteria for Final Merit List**Table 3: Criteria for shortlisting the final merit list**

	Programme	Weightage Component	Percentage Weightage
B.1	MHA	CAT Score	80
		Online Interview	20
		Extempore Reflection Test (ERT)	10
		Online Personal Interview (OPI)	10
B.2	MA HRM&LR	CAT Score	70
		Online Interview	30
B3	MA ODCL	CAT Score	70
		Online Interview	30

The Admissions Committee of TISS reserves the right to modify the above parameters and cut-off criteria as deemed appropriate. For detailed criteria for selection, please visit the link given below: <https://admissions.tiss.ac.in/view/6/admissions/ma-admissions/selection-procedure/>

Other Instructions to apply for the CAT-PG programmes are as follows:

1. Candidates may apply for all three CAT-based PG programmes, provided they meet the eligibility criteria for each programme.
2. Candidates are advised to carefully consider their programme choices after reading the programme descriptions. Changes to programmes will not be allowed once admission is completed.
3. Candidates are requested to carefully read through the eligibility criteria before filling up the form. If the information pertaining to eligibility for any programme provided by a candidate is found to be incorrect or misleading at any point in time, their candidature/admission will be summarily cancelled. The Institute also reserves the right to take any legal action as deemed fit for any such act of misrepresentation or false declaration.
4. A candidate can apply for all the THREE programmes and pay for each of those programmes in ONE online form. Candidates SHOULD NOT fill out more than one online application form. If a candidate is found to have filled out more than one online application form, all applications will be cancelled.

Application Fee Payment for CAT-PG

No. of Programmes	Online Payment by Credit Card/Debit Card		
	General	OBC (NC)/ EWS	SC/ST and GoI (PMS) Eligible candidates – [OBC (NC) with less than INR 1 lakh and SC/ST with less than INR 2.5 lakhs family income limit]
Applying for 1 Programme	Rs. 1750/- + Bank Charges	Rs. 1250/- + Bank Charges	Rs. 750/- + Bank Charges
Applying for 2 Programmes	Rs. 3,500/- + Bank charges	Rs. 2,500/- + Bank Charges	Rs. 1,500/- + Bank Charges
Applying for 3 Programmes	Rs. 5,250/- + Bank charges	Rs. 3,750/- + Bank Charges	Rs. 2,250/- + Bank Charges

Notes:

- Payments made via demand draft, pay order, or any mode other than the above modes are not acceptable, and the application will be rejected. No communication to this effect will be sent to such candidates.
- Candidates applying online will be asked to choose between two modes of payment 'Cash' or 'Payment Gateway' in the online application form. If the preferred mode of payment is 'Cash', a payment challan must be downloaded from the 'Download Challan tab'. The payment challan will have 3 copies. Deposit the cash amount mentioned on the challan in any branch of the State Bank of India. The bank will return two copies of the challan (Student Copy and TISS Copy) with the bank's seal, signature, and journal number on it. Candidates must scan the 'TISS Copy' of the challan, login back into the online application system, and upload it. If you have any questions or queries, you can call the Admissions Helpline at 022-2552 5252.
- In case of payment by cash deposit at an SBI branch, please note that SBI will charge a processing fee of Rs. 50/- per deposit, which will not be adjusted against the application fee.
- Candidates must upload/attach relevant certificates in the format specified here. Please refer to the table below for 'Certificates / Documents to be uploaded'. The Institute also takes steps to have the Caste/Tribe/Non-creamy layer/ Income certificates verified by the competent authorities before and post-admission and those found to have submitted false documents at any stage of their study will be asked to leave the programme.
- The application fee, once paid, will not be refunded under any circumstances.
- No refund will be made in case of duplication of application forms and deletion of application after submission and payment of application fee.

Certificates/Documents to be Uploaded

Category	Documents
General	Photograph, Signature, TISS copy of challan (if paid by cash). If paid by online mode, payment receipt to be uploaded along with application form.
SC / ST (Annual income less than Rs.2.5 lakhs)	Photograph, Signature, Caste/Tribe Certificate, TISS copy of challan (if paid by cash), Income Certificate for the Financial Year 2025-26 issued by competent authority, e.g. Tahsildar/ Naib Tahsildar, Block Development Officer, District Magistrate/ Collector, etc.
SC / ST (Annual income more than Rs. 2.5 lakhs)	Photograph, Signature, TISS copy of challan (if paid by cash), Caste/Tribe Certificate.
OBC (NC) (Non-Creamy Layer) (Annual income less than Rs. 1 lakh)	Photograph, Signature, Other Backward Class (Non-Creamy Layer) certificate issued after 01-04-2025, by the District Magistrate / Deputy Commissioner / Tahsildar, TISS copy of challan (if paid by cash). Income Certificate for the financial year 2025-26 issued by competent authority, e.g. Tahsildar/Naib Tahsildar, Block Development Officer, District Magistrate/ Collector ,etc.
OBC (NC) (Non-Creamy Layer) (Annual income more than Rs. 1 lakh, but less than Rs. 8 lakhs)	Photograph, Signature, TISS copy of challan (if paid by cash), OBC (Non-Creamy Layer) certificate issued on/after 01-04- 2025 by the District Magistrate / Deputy Commissioner / Tahsildar is Valid. OBC (NC) Certificate issued before 01-04-2025, will not be considered valid.
PWD	Photograph, Signature, TISS copy of challan (if paid by cash), and PWD certificate.
KM	Photograph, Signature, TISS copy of challan (if paid by cash), and KM certificate.
Armed Forces	Photograph, Signature, TISS copy of challan (if paid by cash), and Armed Force certificate

Note:

- For additional information on Gol-PMS eligibility, please click on the link <https://cccloud.tiss.ac.in/index.php/s/izzqnyinzVchgu2>. This information is also available on the Institute website under Equal Opportunity Centre and SC/ ST & OPEM Cells <https://www.tiss.ac.in/view/6/SC/ST-And-EO-Cell/scst-opem-cells/>
- 27% of seats are reserved for Candidates belonging to Other Backward Classes (OBC-NC, Central List) and it is a statutory obligation to fill all the seats reserved for OBC Candidates. The OBC status is determined on the basis of the Central List of OBCs (Gol) notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes (available at the website <http://ncbc.nic.in/backward-classes/index.html>.) At the time of giving admission to an OBC Candidate, the Institute will ensure that the caste is included in the Central List of OBCs. The caste certificate must mention the Non-Creamy layer status of the Candidate (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93- Estt. (SCT) dated 15.11.1993). Only those OBC Candidates who belong to the 'Non-Creamy Layer' and whose caste appears in the Central List of the OBCs shall be eligible to be considered for admission under the OBC category (Validity period of OBC certificate in respect of 'non-creamy layer' status of the Candidates as per DOPT Office Memorandum No. 36036/2/2013- Estt. (Res-I) dated 31 March 2016). The certificate should be issued after 31st March, 2025.

PROGRAMME-SPECIFIC ELIGIBILITY AND INTAKE

1. Master of Hospital Administration

Intake	45
Link to Programme Specific Information: https://admissions.tiss.ac.in/view/10/admissions/ma-admissions/master-of-hospital-administration-mha/	

Eligibility

1. Candidates should have successfully completed Bachelor's or Master's Degree of minimum of 3 or 4 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a university recognised by the University Grants Commission (UGC) of India. Graduates from MBBS, BDS, BHMS, BAMS, and other allied medical and health science disciplines are strongly encouraged to apply.
2. At the time of applying, candidates studying in the three-year degree programmes should have passed in all the subjects for the 1st to 4th semesters and candidates studying in 4-year degree programmes should have passed in all the subjects for the 1st to 6th Semester.
3. Until a candidate submits their degree certificate and final mark/grade sheet as evidence of having successfully completed the eligibility criteria by the given date, the admission offered will remain provisional
4. Eligibility, determined on the basis of information provided in the application, will be used for the final selection process. If the information provided by a candidate is found to be incorrect or misleading at any point in time, their candidature/admission will be summarily cancelled. The Institute also reserves the right to take any legal action as deemed fit for any such act of misrepresentation or false declaration.

Internship Details for MHA (2022-2025)

Internship is an essential component of the Master of Hospital Administration (MHA) program, providing students with hands-on exposure to hospital operations, healthcare delivery systems, and administrative functions. Students are placed in leading public and private hospitals, specialty healthcare institutions, and government health programs, where they apply classroom learning to real-world management practices and strengthen their professional competencies in hospital and health systems management.

Below is the list of Public-Private-Trust Hospitals where students have undertaken internships over the past three years:

P. D. Hinduja National Hospital and Medical Research Centre	Dr. L. H. Hiranandani Hospital
Breach Candy Hospital Trust	Kokilaben Dhirubhai Ambani Hospital
St. Stephen's Hospital	Pushpawati Singhanian Hospital & Research Institute
Tata Medical Centre	Jehangir Hospital
Lilavati Hospital and Research Centre	National Cancer Institute

Bombay Hospital, Indore	Holy Family Hospital
ERA's Lucknow Medical College & Hospital	Aditya Birla Memorial Hospital
KD Hospital	Sir H.N. Reliance Foundation Hospital & Research Centre
MGM Hospital	The Bandra Holy Family Hospital
Lok Nayak Jai Prakash Hospital	Port Trust Hospital
Holy Spirit Hospital	Masina Hospital
Navi Mumbai Municipal Corporation Hospital	Dr. D.Y. Patil Hospital & Research Center
L.T.M.G. Hospital & Medical College	K. B. Bhabha Hospital
Seth G.S.M. & K.E.M. Hospital	Dr. R.N. Cooper Hospital
JJ Group of Hospitals	Basavatarakam Indo-American Cancer Hospital
HCG ICS Khubchandani Cancer Centre	Sir H.N. Reliance Foundation Hospital & Research Centre
Max Super Specialty Hospital	Kokilaben Dhirubhai Ambani Hospital, Navi Mumbai
Apollo Hospitals Enterprise Limited	Jupiter Hospital
Rainbow Children's Medicare Pvt. Ltd	Fortis Hospitals Limited
Manipal Health Enterprises Pvt. Ltd.	Max Super Specialty Hospital
Sunshine Global Hospital	Medanta- The Medicity
S. L. Raheja Hospital	Indraprastha Apollo Hospitals
Jupiter Hospital	Apex Group of Hospitals
Baby Memorial Hospital	Wockhardt Hospital
Medanta Super Speciality Hospital	Medicover Hospital
Asian Heart Institute	Alexis Hospital
Fortis Escorts Heart Institute	Daffodils Multi - Speciality Hospital
Zydus Hospitals	Bansal Hospital
KIMS-Kingsway Hospitals	BLK-Max Super Speciality Hospital
Sahyadri Hospital	KIMS Hospitals

Placement Details for MHA (2022-2025)

Graduates of the MHA programme have been successfully placed in leading hospitals, healthcare consulting firms, public health organisations, insurance companies, and government health agencies. They hold key positions in hospital operations, quality management, healthcare planning, and administration, reflecting the program's strong industry linkages and focus on developing skilled healthcare management professionals.

Given below is the list of Hospitals/Organisations where students have been placed over the past five years:

NMC Healthcare	Cognizant Business Consulting
DMIMS	Sagility
Optum	Manipal Hospitals
Apollo Medics	Bombay City Eye
ZS Associates	Redwing
Go Digit	CFS
DURE Technologies	Tata AIG
Medium Consultancy	Accenture
HCL	Napier Health Care
Narayana Health	Suburban
Camomile	CitiusTech
Aditya Birla Insurance	Dure
OSG	Rainbow Hospitals
Fortis Hospital	Nova IVF
Indegene	Manipal Health Enterprises Pvt Ltd
Livlong365	CitiusTech
ICICI Lombard	Napier
Healynk Technologies	Magma HDI
Infosys	KIMS Hospitals
Sankara Eye Hospital	Incor Omni
Cloudnine	Indorevala Hospitals
Jupiter Hospital	ABHI
Bestdoc Technology	Sunshine hospitals
Apollomedics	NH
TMDL	Mitocon Biomed (Lateral)
Narayana Health (NH)	Apex Hospital

2. Master of Arts in Human Resources Management & Labour Relations

Intake	60
Link to Programme Specific Information: https://admissions.tiss.ac.in/view/10/admissions/ma-admissions/ma-in-human-resource-management-labour-relations/	

Eligibility

1. Candidates should have successfully completed Bachelor's or Master's Degree of minimum of 3 or 4 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a university recognised by the UGC.
2. At the time of applying, candidates studying in 3-year degree programmes should have passed in all the subjects for the 1st to 4th semesters and candidates studying in 4-year degree programmes should have passed in all the subjects for the 1st to 6th semester.
3. Until a candidate submits their degree certificate and final mark/grade sheet as evidence of having successfully completed the eligibility criteria by the given date, the admission offered will remain provisional
4. Eligibility, determined on the basis of information provided in the application, will be used for the final selection process. If the information provided by a candidate is found to be incorrect or misleading at any point in time, their candidature/admission will be summarily cancelled. The Institute shall also reserve the right to take any legal action as deemed fit for any such act of misrepresentation or false declaration.

Fieldwork Details for HRM & LR (2022-2025)

Fieldwork is an essential component of the HRM & LR curriculum, designed to help students integrate classroom learning with real-world organisational experience. Students are placed in diverse sectors—including manufacturing industries, service organisations, government departments, and NGOs—where they gain practical exposure to human resource management, industrial relations, labour laws, and employee engagement practices.

Below is the list of organisations where students have undertaken internships over the past three years:

AB Capital	AB FRL
ABG	ABG Finance
ABG Pulp & Fibre	Acko
Adenza	Asian Paints
Ather	Bajaj
Birla Opus	Bobcards
Boehringer	Brit India
Brookfield	Castrol
CEAT	Century
Cipla	Cipla Health

Credit Saison	Croda
DCM Shriram	Deloitte
DP Analytics	DP World
DRL	EPL
ETG	General Mills
GIA	Glenmark
Godrej	Godrej Agrovet
Godrej Consumer	Godrej Industries
HCC	HDFC Bank
Hikal	HUL
Hindalco	HPCL (HQ)
HPCL (Refinery)	Hindustan Colas
Indo Count	ITC
Jio	Johnson & Johnson
Kenvue	Kohler
Kotak Bank	Kotak Life
KPMG	L&T
L&T Finance	Laxmi Organics
Lenovo	Lixil
L'Oréal	Mahindra & Mahindra
Maersk	Mahindra Finance
Mahindra Group	Mahindra Holidays
Mahindra Logistics	Mahindra Susten
Marico	MLL
Nestlé	Nivea
Novel Jewels	Nuvama
Omni	OnsiteGo
Pernod Ricard	Pfizer
Piramal	Privi Organics
ProGrowth	Purplle
Raychem	Rebel Foods
Reckitt	ReNew

Reliance Industries (RIL)	Royal Canin
RPG	Sandoz
Sterlite	Swiggy
Taj SATS	Takeda
Tata Consumer	Tata Projects
Tata Steel	Tata Consultancy
Tata International	Tata Motors
TCE	TechNova
TrueMeds	UB Group
UltraTech	UPL
USV	Vector Consulting
Videojet	VMentor
Voltas	VVF
Wipro	Zensar

Placement Details for HRM & LR (2020-2025)

Graduates of the HRM & LR programme have been recruited by leading organisations across diverse sectors, including manufacturing, consulting, IT, banking, and public enterprises. They hold positions in human resource management, industrial relations, learning and development, and strategic people management, reflecting the program's strong industry interface and high employability.

Below is the list of organisations where students have been placed over the past five years:

Aarti Industries	Accenture Strategy & Consulting
Accenture Tech Consulting	Adani Group
Aditya Birla Group	Airtel
Alembic Pharma	Alkem laboratories
Amazon	ArcelorMittal
Asian Paints	Ather Energy
Bajaj Auto	Bandhan Bank
Barclays	BPCL
Bridgestone	BYJU'S
Capital One	Cipla
CitiBank	ClearTax
Colgate Palmolive	Darwinbox

Dell Technologies	Deloitte India
Dr. Reddy's laboratories	Emverson
EPL	Flipkart
Freshworks	GAIL
GE Shipping	General Mills
GMR	Godrej Industries
Google	Hero MotoCorp
Hindustan Coca-Cola Beverages	Hindustan Times Media Group
HPCL	HUL
IDFC FIRST Bank	Infosys Consulting
Interglobe Aviation (IndiGo),	ITC
JSW	Korn Ferry
Kotak Mahindra Bank	KPMG India
L'Oreal	Larsen & Toubro
LTI	Lupin Ltd
Mahindra Group	Marico
Mondelez International	Motilal Oswal
Nestlé	Nippon Steel
OYO	P&G
Pepperfry	Pernod Ricard
Persistent Systems	PFC
PI Industries	Pine Labs
Reliance Industries	ReNew Power
RPG	Samsung India
Samsung R&D	Schneider Electric
Shell	SKF
Sterlite Power	Sun Pharma
TAS	Tata CliQ
Tata Electronics	Tata Steel
TCS	Texas Instruments
Total Environment Building Systems	Trident
TrueMeds	Unifrax

United Breweries	UPL
Varroc	Vedanta
VIP Industries	Virtusa Consulting
Wipro	

3. Master of Arts in Organisation Development, Change and Leadership) (Self-Financed)

Intake	35
Link to Programme Specific Information: https://admissions.tiss.ac.in/view/10/admissions/ma-admissions/master-of-arts-organisational-development/	

Eligibility

- Candidates should have successfully completed Bachelor's or Master's Degree of minimum of 3 or 4 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a university recognised by the UGC.
- At the time of applying, candidates studying in 3-year degree programmes should have passed in all the subjects for the 1st to 4th semesters and candidates studying in 4-year degree programmes should have passed in all the subjects for the 1st to 6th semester.
- Until a candidate submits their degree certificate and final mark/grade sheet as evidence of having successfully completed the eligibility criteria by the given date, the admission offered will remain provisional
- Eligibility, determined on the basis of information provided in the application, will be used for the final selection process. If the information provided by a candidate is found to be incorrect or misleading at any point in time, their candidature/admission will be summarily cancelled. The Institute reserves the right to take any legal action as deemed fit for any such act of misrepresentation or false declaration.
- The candidate must have a minimum of 2 years (24 months) of full-time work experience after completing graduation (as on May 1, 2026). After selection, the candidate must produce:
 - Authentic work experience certificate
 - Pay slips, appointment letters, and relieving letters from the organisation
 - Statements of current (business) accounts, Goods and Services Tax (GST) registration of the firm, and company registration certificate (for candidates having experience in Entrepreneurship or working in a Family Business.
- The Institute reserves the right to access the suitability of the candidate's work experience for this programme.
- If at any point in the future the Institute is convinced that the candidate/student has submitted false or misleading information at the time of admission, his/her admission will be cancelled with immediate effect.

Fieldwork Internship Details for ODCL (2022-2025)

Fieldwork is a core component of the ODCL programme, enabling students to apply concepts of organisational development and change in real-world contexts. Students work with corporates, public sector units, and development organisations to gain practical exposure in change management, leadership development, and organisational transformation processes.

Below is the list of organisations where students have undertaken internships over the past three years:

ABG	ABG SeamEX
Adani Electricity	Adenza
Aon	Bosch
Bristlecone	Cipla
Crisil	Crompton
Cummins	DRL
Edelweiss	Ernst & Young
GE Healthcare	Glenmark
Godrej Properties	GSK
Henkel	Hero
Hero Cycles	Hikal
Hikal	Hindalco
Hindustan Colas	IIFL
IKS Healthcare	Indocount
ITC	Johnson & Johnson
JSW Paints	Kotak Bank
Kotak Life Insurance	L&T
L&T Hydrocarbon	L&T semiconductors technologies
L'Oréal	Landmark Group
Legrand	Liberty General Insurance
LTI Mindtree	Mahindra Auto
Mahindra Finance	Mahindra First Choice
Mahindra Group	Maruti Suzuki
Mercer	Mondelez International
Motilal Oswal	Nestle
Nippon	Novo Nordisk
Parle Agro	PayTM
People Vector Consulting	Pernod Ricard

Piramal	Razorpay
Reckitt	Royal Canin
Saint Gobain	Savills
Searce	Shell
Sterling & Wilson	Swiggy
Tata AMC	Tata Consumers
Tata International	Tata Motors
Tata Projects	Tata Steel
Tata Trent	Titan
TrueMeds	Ultratech
Usha Martin	Vodafone Idea
Yes Securities	Zee Entertainment

Placement Details for ODCL (2020-2025)

Graduates of the ODCL programme have been placed in reputed corporates, consulting firms, and public sector organisations across various industries. They take up roles in organisational development, learning and leadership, HR transformation, and change management, reflecting the programme's strong alignment with industry needs and strategic leadership development.

Aarti Industries Limited	AB InBev
Accenture	Accenture Strategy
Aditya Birla Group	Afcons
Afcons Infrastructure Limited	Alvarez & Marsal (A&M)
Amazon	Amdocs
Anand Group	Aon
Biocon	BMW
Bosch	Bristlecone
Capgemini Invent	Cognizant
Cognizant Consulting	Colgate-Palmolive
CRISIL	DCM Shriram
Deloitte	Dr. Reddy's
ElasticRun	Essel Propack (Essel Extrusion laminate Packaging)
EY	Fidelity Investments

GE (General Electric)	Genpact
GMR	Great Place to Work
Hero	Infosys Consulting
ITC	JSW
Kotak Life	KPMG
L'Oréal	Landmark Group
Larsen & Toubro	Larsen & Toubro (L&T)
Lodha	Lodha Group
Lohia Group	Lowe's
LTI (Larsen & Toubro Infotech)	LTIMindtree
Mahindra First Choice	Mars
Maruti Suzuki	McKinsey & Company
Michael Page	Microsoft
Motilal Oswal	NTT Data
Nuvoco	Pernod Ricard
Persistent Systems	Pidilite
Procter & Gamble (P&G)	PwC
RBL Bank	Reckitt Benckiser
Samagra	Shell
Swiggy	Tata Consulting Engineers
Tata Digital	Tata Steel
Thermax	Trident
Truemeds	Ugam
UNIDO	Vodafone Idea (Vi)
Welspun World	Xto10X
Zepto	

SELECTION PROCEDURE AND ADMISSION RULES

The TISS admissions process is approved by the competent body of the Institute following all statutory provisions and government guidelines on the matter. Candidates are advised to refer to the Institute's admissions website only for information, and the Institute takes no responsibility for any other sources of information.

Candidates are advised to read the guidelines given below before filling out the online application form.

General Admission Rules

1. Eligibility rules as specified for each programme by TISS will be strictly followed and will not be relaxed under any circumstances. Candidates should fulfill all the eligibility requirements as prescribed in each programme at the time of admission.
2. It is the responsibility of the candidates to verify and confirm their eligibility for admission at TISS as per the admission notification. The Institute will not be able to verify their documents or eligibility until the time of document verification of the selected candidates as per the admission timeline.
3. If the candidates whose qualifying examination is not recognised by UGC/TISS or any other appropriate body and if the same is found at any point of time during the admission process, the application/admission will be rejected without any intimation.
4. TISS follows reservations under all categories as per the Government of India/UGC regulations on the matter.
5. Officials from State and Central Government Department and Ministries can seek deputation to any programmes of study at TISS through their government support. The deputed/sponsored candidates must fulfill all eligibility requirements of the respective programme and be selected and recommended by the concerned ministry/department for the said study programme. The number of deputed candidates to be admitted to each programme is determined by the School/ Independent Centre. Each programme has specific procedures to admit deputed candidates, depending on the number of students it can accommodate. Deputed candidates from State and Central Government Department and Ministries should submit NOC from the employer along with the Application.
6. All candidates are required to provide correct and precise information in the application form and verify the same before confirming the application and making the payment for the application fees.
7. Candidates should provide the same valid mobile number and email address given while registering for CAT (PG) 2026-27. All communication will be sent to the registered phone number and email id only.
8. After confirming the data filled in the application form, no changes will be allowed and in such cases the changes suggested will not be considered for any selection process for admission.
9. Application fee once paid will not be refunded under any circumstances.
10. Canvassing or influencing for admission at TISS through any forum will lead to rejection of application or disqualification of candidature.

Final Merit List / Wait List Preparation/Selection

All selection status of admission including merit list, waiting list, and related information will be displayed in the admission portal. Candidates are required to check the admission portal periodically to get the status of short- listing and instructions for further steps in the admission process if any.

The Open Merit List (OML) will be prepared based on the aggregate mark obtained by the candidates for a specific programme without considering any reservation category. This provides an opportunity for candidates across all categories to get selected in the OML depending on their aggregate score.

After considering candidates in OML, a separate Category-wise Merit List (CML) will be prepared for the number of seats reserved for each category as per the Government of India/UGC regulations on the matter. All reservation rules will be applied at the Final Merit List/seat allotment stage. The application of the reservation process will be in accordance with all statutory norms. The cut-off for different reserved categories will be different and no standard cut-off will be applied for all categories.

In case of a tie between two or more candidates with their aggregate final score, the selection will be based on the higher CGPA of the Bachelor Degree of the candidates. Though candidates can apply all the THREE CAT-PG programmes, they will be admitted to only ONE programme. Candidates who get selected for a particular programme must pay the fee and secure their admission to the respective programme.

The list of programmes indicated in the application form by the candidate at the time of filling online application form cannot be changed at any point after submission of the application form. Any request for change or modification in this regard shall not be entertained or responded to.

A wait list for each programme will be prepared by following the same rules applied to the Open Merit List.

Admission Orientation Sessions will be organised by the respective Schools for all candidates shortlisted in the Open Merit List and subsequent Wait Lists.

Admission / Document Verification

1. All candidates selected for admission are required to report to Mumbai campus for document verification and join the programme as per the admission timelines.
2. Those candidates who have been selected for admission but do not report for admission on the stipulated date and time will forfeit their claim for admission. In such cases, the offer of admission shall stand cancelled and no correspondence in this regard shall be entertained.
3. Candidates selected for admission are required to produce the original mark sheets/grade sheets/ certificates of the qualifying examinations at the time of reporting for the admission, failing which candidates shall not be allowed to complete the admission process, and the offer of admission shall stand cancelled and no further correspondence in the matter shall be entertained.
4. Only attested mark sheets/ grade sheets/ certificates downloaded from the internet shall be accepted at the time of admission.
5. The candidates selected for admission should submit the original Migration Certificates from the Institution / University last attended at the time of admission. Candidate, who is not in the position to submit the Migration Certificate at the time of admission, shall give an undertaking on the prescribed proforma to submit the same by 31st October 2026, failing which TISS reserves the right to cancel the admission of such candidates.

6. Candidates currently employed and selected for the admission to any full-time programme of study at TISS are required to produce leave sanction/ relieving order at the time of admission from their employer, permitting them to pursue their study at TISS for the duration of the programme failing which the offer of admission shall stand withdrawn.
7. All students are required to undergo compulsory medical check-ups by the Institute's Medical Officer and admission of candidates will be subject to fitness certification from the Medical Officer.
8. If any discrepancy is found in the details provided in the application and the documents uploaded and submitted, the Institute has all the right to cancel the admission.
9. Admission will be cancelled/ suspended at any stage, in following cases:
 - (a) The student does not fulfill the eligibility requirements
 - (b) The student has used fraudulent means to secure admission
 - (c) The student has made false or incorrect information in the application form.
10. Any complaints/grievances/disputes related to admission must be filed within four months of the closing of admissions. No queries will be entertained beyond this date.
11. The closing date for all admissions in TISS will strictly be as per the notified admission timeline, except those programmes/categories for which separate notifications are made. Any vacancy arising after the date of closing of admission shall not be filled.
12. The student should submit all details pertaining to their Academic Bank of Credits (ABC ID).

Note: If the information provided by a candidate is found to be incorrect or misleading at any point in time, their candidature/admission will be summarily cancelled. The Institute shall also reserve the right to take any legal action as deemed fit for any such act of misrepresentation or false declaration.

Payment/Refund of Fees

1. All admitted students are required to pay all the fees through the e-Samarth portal as per the fee payment schedule.
2. Permanent employees of the Institute, their spouses, and any two children, are exempted from payment of tuition fees to undergo any programme of study at the Institute. This exemption will not be applicable for self-financing programmes.
3. In case of withdrawal of admission by any admitted student, the refund of fees will be as per the schedule below:

Sl. No.	Submission of Withdrawal of Admission to Academic Section	Percentage of Refund of Aggregate Fees*
1.	15 days or more before the formally - notified last date of admission	100
2.	Less than 15 days before the formally -notified last date of admission	90
3.	15 days or less than after the formally notified last date of admission	80
4.	30 days or less, but more than 15 days, after the formally notified last date of admission	50
5.	More than 30 days after being formally notified last date of admission	0

Notes: *The above refund may be changed/modified/regulated as per the UGC/Government of India guidelines issued from time to time, if any. Caution deposit will be refunded in full as and when the demand is raised as per the rules of the Institute.

1. In the case of (1) in the table above, a processing charge of not more than 5 % of the fees paid by the student, subject to a maximum of Rs. 5,000/- shall be deducted.
2. In normal circumstances, the refund will be completed within 30-45 days from the date of receiving a written application after completion of admission formalities.
3. Students / Candidates are advised to carefully preserve receipts of payments and deposits for any future reference.

RESERVATION POLICY

All rules related to reservations of seats under different categories and priorities will be applied only at the time of final seat allocation through merit list / wait list. Reservation Policy for admission to the academic year 2026-2027 is as per Government of India requirements:

Scheduled Castes (SC)	15% of the total seats
Schedule Tribes (ST)	7.5% of the total seats
Other Backward Classes (OBC) (Non-Creamy Layers)	27% of the total seats

The seats reserved for the SC/ST shall be filled by the SC/ST candidates only. However, in the case of non-availability of the eligible candidates, the reserved seats may be interchanged between the SC & ST. If still any seat remains unfilled, the same shall be left vacant.

The seats reserved for the OBCs shall be filled with the OBC candidates only. Only if OBC candidates possessing the minimum eligibility marks are not available in the OBC category then the vacant OBC seats shall be converted into General Category seats in accordance with the admission schedule notified by the Institute.

Reservation Policy for Economically Weaker Sections (EWS)

In accordance with the provisions of the Constitution (123rd Amendment) Act 2019, and the reference of Ministry of Social Justice and Empowerment vide OM NO.20013/01/2018-BC-II dated: 17th January, 2019, enabling provision of reservation for the Economically Weaker Sections (EWS) who are not covered under the existing scheme of reservations for the Scheduled Castes, the Scheduled Tribes and the Socially and Educationally Backward Classes, it has been decided to provide reservation in admission to educational institutions subject to a maximum of 10% of the total seats in each category.

Where, on a representation by any Central Educational Institution, the appropriate authority is satisfied that for reasons of financial, physical or academic limitations or in order to maintain the standards of education, the annual permitted strength in any branch of study or faculty of such institution cannot be increased for the academic session following the commencement of this Act, it may permit such institution to increase the annual permitted strength over a maximum period of two years beginning with the academic session following the commencement of this Act; and then, the extent of reservation for the EWS shall be limited for that academic session in such manner that the number of seats made available to the EWS for each academic session shall not reduce the number and the percentage of reservations provided for SC/ST/OBC categories.

Criteria of Income & Assets (EWS)

Persons who are not covered under the scheme of reservation for SCs, STs, and OBCs and whose family has a gross annual income below Rs.8.00 lakh (Rupees Eight lakh only) are to be identified as EWS for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession, etc. for the financial year prior to the year of application. Also, persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:

- (i) 5 acres of agricultural land and above,
- (ii) Residential flat of 1000 sq. ft. and above,
- (iii) Residential plot of 100 sq. yards and above in notified municipalities;

- (iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

The property held by a "Family" in different locations or different places/ cities would be clubbed while applying the land or property holding test to determine EWS status. The term "Family" for this purpose will include the person who seeks the benefit of reservation, his/her parents and siblings below the age of 18 years as also his/ her spouse and children below the age of 18 years.

Income and Asset Certificate Issuing Authority and Verification of Certificate (EWS)

The benefit of reservation under EWS can be availed upon the production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format as given in Annexure 4 shall only be accepted as proof of the candidate's claim as belonging to EWS category.

- (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ 1st class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

The Appointing Authority/ Admitting Universities should verify the income and asset certificate submitted by the candidate through the certificate issuing authority. The Appointing Authorities/Admitting Universities should, in the offer of Appointment/ Admission to the candidates claiming to be belonging to EWS, include the following clause:

"The Appointment/ Admission is provisional and is subject to the Income and Asset certificate being verified through the proper channels. If the verification reveals that the claim to belong to EWS is fake/false, the Admission will be Terminated/ Cancelled forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate."

SUPERNUMERARY QUOTA

Persons with Disability

As per the Government of India, Persons with Disabilities Act, 2016, 5% of seats are reserved for persons with disabilities in admission requirements. The five categories of disabilities are:

1. Physical Disability

A. Locomotor disability is a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of the musculoskeletal or nervous system or both), including:

- (a) "Leprosy Cured Person" means a person who has been cured of leprosy, but is suffering from
 - (i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eyelid, but with no manifest deformity;
 - (ii) manifest deformity and paresis, but have sufficient mobility in their hands and feet to enable them to engage in normal economic activity;
 - (iii) extreme physical deformity as well as advanced age which prevents them from undertaking any gainful occupation and the expression "leprosy cured" shall be construed accordingly.
- (b) "Cerebral Palsy" means a group of the non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during, or shortly after birth.
- (c) "Dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less.
- (d) "Muscular Dystrophy" means a group of hereditary genetic muscle diseases that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterised by progressive skeletal muscle weakness, defects in muscle proteins and the death of muscle cells and tissue.
- (e) "Acid Attack Victims" means a person disfigured due to violent assaults by throwing acid or a similarly corrosive substance.

B. Visual impairment

- (a) "Blindness" means a condition where a person has any of the following conditions, after best correction:
 - (i) total absence of sight; or
 - (ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or
 - (iii) limitation of the field of vision subtending an angle of less than 10 degrees.
- (b) "Low-vision" means a condition where a person has any of the following conditions, namely:
 - (i) Visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; or
 - (ii) Limitation of the field of vision subtending an angle of less than 40 degrees up to 10 degrees.

C. Hearing impairment

- (a) "Deaf" means persons having 70 DB hearing loss in speech frequencies in both ears.
- (b) "Hard of hearing" means a person having 60 DB to 70 DB hearing loss in speech frequencies in both ears

D. "Speech and language disability" means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

2. Intellectual Disability

A condition characterised by significant limitations both in intellectual functioning (reasoning, learning, problem-solving) and in adaptive behaviour which covers a range of everyday, social and practical skills, including:

- (a) "Specific learning disabilities" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or do mathematical calculations and including such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia, and developmental aphasia.
- (b) "Autism spectrum disorder" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

3. Mental Behaviour

"Mental illness" means a substantial disorder of thinking, mood, perception, orientation, or memory that grossly impairs judgment, behaviour, capacity to recognise reality, or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterised by sub normality of intelligence.

4. Disability caused due to

- (a) Chronic neurological conditions, such as
 - 1. "Multiple Sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;
 - 2. "Parkinson's Disease" means a progressive disease of the nervous system marked by tremors, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.
- (b) Blood disorder
 - 1. "Haemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterised by loss or impairment of the normal clotting ability of blood so that a minor would may result in fatal bleeding.
 - 2. "Thalassemia" means a group of inherited disorders characterised by reduced or absent amounts of haemoglobin.
 - 3. "Sickle cell disease" means a haemolytic disorder characterised by chronic anaemia, painful events, and various complications due to associated tissue and organ damage; "haemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of haemoglobin.

5. Multiple Disabilities

More than one of the above-specified disabilities, including deaf-blindness, which means a condition in which a person may have a combination of hearing and visual impairments causing severe communication, developmental, and educational problems.

6. Any Other Category as May be Notified by the Central Government

This provision is applicable if the candidate suffers from any of the listed disabilities to the extent of not less than 40% as certified by medical authority as prescribed and explained in the said Act.

Kashmiri Migrants and Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrant)

The concession for the wards of Kashmiri Migrants and Kashmiri Pandit / Kashmiri Hindu Families (Non-Migrants) living in the Kashmir valley for admission in Higher Education Institutions:

The Ministry's letter No. 3-1/2012-NER dated 12.03.2015 and 22.07.2016, it has been decided to allow the following concessions to the wards of Kashmiri Migrants as well as Kashmiri Pandits / Kashmiri Hindu Families who are living in the Kashmiri Valley, in the matter of their admission in the educational institutions from the academic year 2020-21 and onwards till further orders:

1. Relaxation in cutoff percentage up to 10% subject to minimum eligibility requirement.
2. Increase in intake capacity up to 5% course-wise.
3. Reservation of at least one seat in merit quota in technical/professional institutions
4. Waiving off domicile requirements for Kashmiri Migrants only. Kashmiri Pandits / Kashmiri Hindu families (Non-Migrants) living in the Kashmiri Valley need a domicile certificate.

Requirements for Certificates: Candidates seeking admission under Kashmiri Migrant seats should submit attested copies of the following documents along with the Application Form:

- (i) Certificate of registration as Kashmiri Migrants issued by the Relief Commissioner, Jammu or Divisional Commissioner, Delhi to establish the status of the applicant as registered migrants.
- (ii) Provisional or Senior School Certificate examination recognised as equivalent thereto.
- (iii) Mark-sheet of the Senior School Certificate Examination or an examination recognised as equivalent thereto.
- (iv) Secondary School Examination or an examination recognised as equivalent thereto (showing the Date of Birth).
- (v) Proof of property in Kashmir of the parent of the candidate.
- (vi) Proof of current residence such as Ration Card, Photo Identity Card issued by the Election Commissioner, Driving License, etc.

Armed Forces

Reservation of 5% seats (supernumerary quota) for Children/Widows of Armed Forces personnel killed/ disabled in action during the hostilities in the following priority:

Priority	Detail	Required Certificate
I	Widows/Wards of Defense personnel killed in action	Proof in Original
II	Wards of disabled in action and boarded out from service	Original disability certificate clearly indicating the disability is attributable to Military Services
III	Widows/wards of Defense personnel who died while in service with death attributed to military service	Original death certificate clearly indicating the cause of death is attributable to Military Service
IV	Wards of disabled in service and boarded out with disability attributable to military service	Original disability certificate clearly indicating the disability is attributable to Military Service
V	Wards of Ex-servicemen and Serving Defense Personnel who are in receipt of Gallantry Awards. (i) Param Vir Chakra (ii) Ashoka Chakra (iii) Maha Vir Chakra (iv) Kirti Chakra (v) Vir Chakra (vi) Shaurya Chakra (vii) Sena, Nau Sena, Vayu Sena Medal (viii) Mention-in-Despatches	Proof of award in Original
VI	Wards of Ex-servicemen	Original ex-servicemen Identity Card/ Discharge book/PPO (Pension Payment Order)
VII	Wives of: (i) Defence personnel disabled in action and boarded out from service. (ii) Defence personnel disabled in service and boarded out with disability attributable to military service. (iii) Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards.	Proof of award in Original
VIII	Wards of Serving Personnel	Original Service Identity Cards and Dependent Card/ Certificate issued by the Competent Authority
IX	Wives of Serving Personnel	Original Service Identity Cards and Dependent Card/ Certificate issued by the Competent Authority

Deputed Candidates

Officers deputed by the Central and State Governments and autonomous organisations and other sponsored candidates aspiring to study in any of the CAT-PG programmes will have to undergo a CAT Written Test/Online Personal Interview as mandated by the respective School.

International Candidates

International students are eligible to apply for the MHA, MA-HRM-LR and MA-ODCL programmes through the International Application Portal. All the international applicants must qualify through the international selection process and additionally provide a GMAT Focus Edition Score of 605 or a GMAT Score of 650 or above, which is a mandatory requirement. This certificate must be submitted before the programme commences.

These details are also mentioned on the International Students page of the TISS website: <https://admissions.tiss.ac.in/view/6/admissions/international-students/eligibility-for-international-students/>

INFORMATION FOR CANDIDATES BELONGING TO RESERVED CATEGORIES

Facilities Provided for Eligible SC/ST/OBC (NC) for PG Programmes

The SC/ST Cell and the OPEM Cell (Cell for Other Backward Classes (OBC), Persons with Disabilities (PWD), Economically Weaker Sections (EWS) and Religious Minorities (M) function under the guidance of the Dean, Equal Opportunity Centre (EOC). These Cells ensure that the reservation policy is implemented both in admission and recruitment, and to ensure that no student, faculty or staff of TISS is subjected to any kind of discrimination or harassment on the basis of their social identity.

Pre-Admission Orientation

The Equal Opportunity Centre (EOC) of TISS will conduct counselling sessions specifically for all SC/ST/OBC (NC) candidates who have been shortlisted in the respective programmes. The objective of the counselling/orientation session is to introduce the candidates to the facilities available for the eligible candidates at TISS. Candidates are encouraged to clarify their doubts and seek additional information from the resource persons who will lead the sessions. The overall purpose is to build confidence about taking admission in and studying at TISS. The sessions are free and prepare the candidates to face the admission process confidently. All eligible candidates are encouraged to attend these sessions.

Post-Admission Orientation

All students admitted to various programmes are provided post-admission orientation at the beginning of the academic session. The main focus is to orient them to the curriculum outline, information on Foundation Courses and core and optional courses and guidance in the selection of optional courses. Tata Institute of Social Sciences campuses in Mumbai, Tuljapur, Guwahati, and Hyderabad show a high level of diversity with students coming from diverse social, ethnic, and economic backgrounds from almost all States and Union Territories. The campuses value and respect diversity and expects all students to confirm to basic values. The students from all categories are provided with information on various facilities available on the campuses.

Criteria for Eligible SC/ST/OBC (NC) Candidates for a Reservation

The statutory lists of the Scheduled Castes and the Scheduled Tribes, in pursuance of Articles 341 and 342 of the Indian Constitution, were notified for the first time under the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribes) Order, 1950. For the benefit of reservation of the seats of SC, ST, and OBC (NC), it is the duty of the candidates to provide the right Caste / Tribe / OBC (NC) certificate issued by competent authority, not below the rank of SDM (Sub-Divisional Magistrate) or of the Tehsil or Revenue Department. TISS considered only the central list of the SC, ST, and OBCs. For the sample of Caste/Tribe/OBC(NC), you can refer to the formats given in the relevant Annexures .

Fees, Scholarships, Loans and Student Aid Policy

Eligible SC and ST candidates whose parent's/ guardian's income is less than 2.5 lakhs have to pay the basic fees (including Hostel and Dining Hall). Thereafter, they can apply for a Scholarship from their respective States if they fulfil the criteria for the Government of India Post-Matric Scholarship. If any eligible student fails to fill out the form of Gol-PMS, then they will have to pay the full fees of the programme to the Institute.

All eligible SC and ST Gol-PMS students get deferment in the payment of the fee of the heads are covered under the said scheme. Respective state governments credit the scholarship amount into the bank account of the students (DBT system) who are required to remit the same amount to the Institute account immediately.

All candidates selected for academic programmess at TISS are required to pay fees and other charges/ funds as given in the Fee Chart given below at the time of taking admission:

Fee Exemption Under Gol-PMS Category (Academic Year 2026-27)

Category	Annual Income Limit	Fee Exception	Hostel	Dining Hall
SC (All States)	Less than Rs. 2.50 lakhs	Refer to the Fee Chart* Below	Not Exempted	Not Exempted
ST (All States)	Less than Rs. 2.50 lakhs	Refer to the Fee Chart* Below	Not Exempted	Not Exempted
OBC (NC)* (Including SBC, NTs DNTs from Maharashtra State)	Less than Rs.1 lakh	Not Exempted	Not Exempted	Not Exempted

Note: ** Scholarship applications for eligible OBC (NC) students will be processed by the SC/ST & EO Cell Office, and any amount received by the Institute will be reimbursed to students as given below.

The Institute reserves the right to revise the Fees Structure if necessary.

Fee Structure for Eligible SC/ST GOI-PMS Students (Basic Fees)

Component	All Masters Programme			
	Semester			
	I	II	III	IV
Health Care Fund	2000	0	2000	0
Students' Union Fund	500	500	500	500
Other Charges (ID Card, Convocation & misc.)	2500	0	0	0
Alumni Fund	0	500	0	0
Caution Deposit	2500	0	0	0
Total Course Fee	7500	1000	2500	500
Hostel and Dining Hall Charges				
Hostel & Electricity Charges	18000	18000	18000	18000
Dining Hall (Advance) Charges	20000	20000	20000	20000
Total Charges	38000	38000	38000	38000

Important

1. Please link your Saving Bank Account (any Bank/Branch) with your Aadhar Card Number to the said account to make it an (Adhar Enabled Account- AEA) and also link your Aadhar Card to your mobile number for availing the scholarship benefits.
2. After joining the programme, a copy of the Aadhar Enabled Account (AEA) Passbook, mobile number, e-mail ID, and self-attested photocopy of the Aadhaar Card must be mandatorily submitted to the SC/ST & EO Cell.
3. Students who are eligible for Gol-PMS are required to apply as per the procedures of the State Government or Union Territory concerned and secure, fill, and submit scholarship applications ON TIME. While the Institute's SC/ST Cell will assist with submitting the online Scholarship Forms, students are responsible for applying and following up.
4. Students are also responsible for renewing their Scholarship application as per the Government of India norms. Failure to renew scholarships may result in economic hardships and problems in completing coursework. The Institute will not be responsible for any adverse impact on course completion due to this.

5. This fee structure does not apply to Self-Financing Programmes such as MA ODCL.
6. TISS offers 'Student Aid' for those with financial needs. Arrangements are also made with nationalised banks to facilitate student educational loans. The Office of the Students' Affairs anchors these processes and candidates facing financial hardships are advised to avail of an educational loan to pay fees. Securing Scholarships/Loans is the sole responsibility of the candidates, and the Institute will not be responsible for ensuring the grant or release of loans by the Bank. Candidates can start repaying the loan taken after they have got a job (after getting their degree) or within one year of graduating (whichever is sooner).

ANNEURES

ANNEXURE 1

Format for SC/ST Certificate

All SC/ST Candidates are required to submit their Caste Certificate in the prescribed format only.

Sample Form of Caste Certificate to be produced by the Candidates Belonging to SC/ST Categories
Form of Certificate as prescribed in M.H.A, O.M. NO.42/21/49-N.G.S., dated 28-1-1952 as revised in Dept. of Per. & A.R., Letter No.36012/6/76-Estt. (S.C.T.), dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

FORM OF CASTE/TRIBE CERTIFICATE

This	is	to	certify	that	Shri/Shrimathi*/
Kumari*					
Son/daughter* of _____ of village/town* _____					
_____ in District/Division* _____ of the State/Union Territory* _____ belongs to					
the _____ Caste/ Tribe* which is recognized as a Scheduled Caste Scheduled Tribe*					
Under: *The Constitution (Scheduled Castes) Order, 1950.					
*The Constitution (Scheduled Tribes) Order, 1950.					
*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.					
*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.					
(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order)1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders(Amendment) Act, 1976.)					
*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;					
*The Constitution(Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders(Amendment)Act, 1976;					
*The Constitution(Dadra and Nagar Haveli) Scheduled Castes Order, 1962;					
*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962;					
*The Constitution (Pondicherry) Scheduled Castes Order, 1964;					
*The Constitution (Uttar Pradesh, Scheduled Tribes Order, 1967;					
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;					
*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;]					
*The Constitution (Nagaland) Scheduled Tribes Order, 1970; *The Constitution (Sikkim) Scheduled Castes Order, 1978; *The Constitution (Sikkim) Scheduled Tribes Order, 1978; *The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989. *The Constitution (Scheduled Castes) Order (Amendment) Act, 1990. *The Constitution (Scheduled Tribes) Order Amendment Act, 1991. *The Constitution (Scheduled Tribes) Order Second Amendment Act,1991.					
**This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimathi* _____ father/mother*of Shri/Shrimathi/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____					
who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* _____ issued by the _____ dated _____.					
Shri/Shrimathi*/Kumari* _____ and/or* his/her* family ordinarily reside(s) in village/ town* _____ of _____ District/Division* of the State/Union Territory* of _____					
Signature _____			Designation _____		
(With seal of office) State/Union Territory					
Place: _____			Date: _____		
Note: The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.					
Please delete the words which are not applicable.					
** Applicable in the case of SCs, STs Persons who have migrated from one State/UT (Employment News 9/92).xl					

ANNEXURE 2

Certificate Format for Armed Forces FORMAT (ON THE PROPER LETTER HEAD)

OFFICE OF THE EDUCATIONAL CONCESSION CERTIFICATE

This is to certify that Mr./Miss _____ is son/daughter of _____ (No. _____) resident of _____

The above named Officer/JCO/OR _____:-

Widows/Wards of Defense personnel Killed in action on _____ during _____

Wards of Disabled in action on _____ during _____ and boarded out from service.

Widows/Wards of Defense Personnel who died while service on _____ with death attributable to military service.

Wards if disabled in service and boarded out with disability attributable to military service.

Wards of Ex-Servicemen and serving personnel who are in receipt of Gallantry Award: _____.

Wards of Ex-Servicemen.

Wives of i) defense personnel disabled in action and boarded out from service. ii) Defense personnel disabled in service and boarded out with disability attributable to military service. iii) Ex-servicemen and serving personnel who are in receipt of Gallantry Awards.

Words of Serving Defense Personnel

Wives of Serving Personnel

Master/Miss _____ son/daughter of _____ Officer/JCO/OR is eligible for educational concession for admission in Tata Institute of Social Sciences, against the Armed Forces quota under Priority _____.

No: _____

Date: _____

(Signature)

Rubber stamp with Name & Designation

Information about Income Certificate to be uploaded

A. CANDIDATES BELONGING TO GENERAL AND OTHER NON-ELIGIBLE SC/ST/OBC (NC) CATEGORY (To be submitted at the time of FINAL ADMISSION).

Source of Income	Information about the Income Certificate
Applicant himself, Parent/s and/or Guardian / other Family members employed	Income certificate from the employer / ITR Form No. 16/16A for the financial year 2024-25 for all earning members in the family, as the case may be.
Applicant's Parent/s Retired	Pension yearly certificate / ITR Form No. 16/16A for the financial year 2024-25
If Applicant's Parent is a Farmer	Income Certificate issued by the appropriate authority like Tahsildar, Naib Tahsildar, Block Development Officer or the District Magistrate/Collector or the ITR Form No. 16/16A for the financial year 2024-25
Applicant's Parent has Own business	1. Businesses with ITR filed: ITR Form No. 16/16A for the financial year 2024-25 2. Very small businesses/enterprises: Income Certificate issued by the appropriate authority like Tahsildar, Naib Tahsildar, Block Development Officer, or the District Magistrate/ Collector

ANNEXURE 3

Sample format of Income Certificate is given below:-

SAMPLE FORMAT OF INCOME CERTIFICATE

REVENUE CASE NO. XXX

This is to certify that the annual income from all sources including share of joint family for the financial year of April 1, 2024–March 31, 2025 of Mr./Ms. _____
_____ in Rs. _____ in words _____
_____.

Rev Case No. XXXXX/2024-25

Place:

Date of issue _____

Tahsildar Or Naib Tahsildar Or
Block Development Officer
Or Disrict Megistrate/Collector
(Seal)

ANNEXURE 4

Format for Economically Weaker Sections (EWS Certificate)

Government of

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/ Smt./ Kumari _____ Son/ daughter/ wife of _____ permanent resident of village/town/street _____ Post Office _____ District in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "father"*** is below Rs. 8 lakh (Rupees Eight Lakh Only) for the financial year _____. His/ Her family does not own or possess any of the following assets***:

I. 5 acres of agricultural land and above;

II. Residential flat of 1000 sq. ft. and above;

III. Residential plot of 100 sq. yards and above in notified municipalities.

IV. Residential plot of 100 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognised as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with Seal of Office

Name

Designation

Recent

Passport

size attested

photograph of the applicant

*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note2: The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

ANNEXURE 5

FORMAT FOR OBC (NC) CERTIFICATE

OBC (Non-Creamy Layer) Certificate: OBC candidates from the creamy layer are treated as general candidates. Candidates belonging to OBC (non-creamy layer status) should send the non-creamy layer certificate* issued by an official of the Revenue Department of the respective state government. They should also enclose the income certificate/income-tax return (FY2024-25) filed by their parents/guardians. Please note that the non-creamy layer certificate issued before 1st April 2025, will be treated as outdated and such candidates will be treated as general candidates, even though they may belong to OBC (NC).

NOTE: OBC (NC) Candidates are required to send their OBC (NC) certificate in the given below prescribed format only. Kindly note Institute will not be entertained if OBC (NC) Candidates send their Non-Creamy Layer certificate in any other format. A sample of the prescribed certificate format (see below) is to be produced by the OBC (NC) candidates applying for admission to the Central Educational Institutes under the Government of India.

FORMAT OF OBC CERTIFICATE

This is to certify that _____, son/daughter of _____
 _____, of village _____ District/Division
 _____ in the State belongs to _____ the _____
 community which is recognized as a Backward Class in under following resolutions of Government of India, Ministry of Welfare:

*(i) Resolution No.12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993.

*(ii) Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No.163, dated the 20th October, 1994.

*(iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No.88, dated the 25th May, 1995.

*(iv) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No.210, dated the 11th December, 1996.

*(v) Resolution No. 12011/96/94-BCC dated 9/03/96.

*(vi) Resolution No. 12011/13/97-BCC dated 03/12/97.

*(vii) Resolution No. 12011/99/94-BCC dated 11/12/97.

*(viii) Resolution No. 12011/68/98-BCC dated 27/12/99.

*(ix) Resolution No. 12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.

*(x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.

*(xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.

*(xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.

*(xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.

*(xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.

*(xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

*Shri _____ and/or his/her family ordinarily reside(s) in the _____
 District/Division of the _____ State. This is also to certify that he/she does not belong to the persons/sections(Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93-Estt.(SCT), dated 8-9-1993 which is modified vide OM No. 36033/3/3004 Estt. (Res) dated 09/03/2004.

District Magistrate, Deputy Commissioner, etc. Dated: SEAL

*Strike out whichever is not applicable N.B.



Tata Institute of Social Sciences

V.N. Purav Marg, Deonar, Mumbai 400088

A Deemed to be University & a Grant-in-Aid Institute under the Ministry of Education, Government of India

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