

सावित्रीबाई फुले राष्ट्रीय महिला एवं बाल विकास संस्थान  
(महिला एवं बाल विकास मंत्रालय, भारत सरकार)  
क्षेत्रीय केंद्र, गुवाहाटी-781022, असम

**SAVITRIBAI PHULE NATIONAL INSTITUTE  
OF WOMEN AND CHILD DEVELOPMENT**  
(Ministry of Women and Child Development, Govt. of India)  
Regional Centre, Guwahati-781022, Assam



SAVITRIBAI PHULE  
NATIONAL INSTITUTE OF  
WOMEN AND CHILD DEVELOPMENT

बाल निर्देशन एवं परामर्श में उच्च डिप्लोमा  
**ADVANCED DIPLOMA IN CHILD GUIDANCE AND  
COUNSELLING (ADCGC)**  
Regular Offline Mode

*{Affiliated to Gauhati University and Recognized by Rehabilitation Council of India (Code: AS007)}*

**Session  
2026–2027**

**ADMISSION BROCHURE**

Website: [www.spniwcd.wcd.gov.in](http://www.spniwcd.wcd.gov.in)  
Phone: (0361) 2301519  
Email: [adcgcsjniwcdghy@gmail.com](mailto:adcgcsjniwcdghy@gmail.com)

## **Introduction:**

The Savitribai Phule National Institute of Women and Child Development (SPNIWCD) is an autonomous Institute functioning under the aegis of the Ministry of Women and Child Development (MWCD), Government of India. The Institute serves as an apex body dedicated to delivering quality training, counselling services, consultancy, and research in areas of topical relevance to Women and Child Development. SPNIWCD has its Headquarters in New Delhi and in order to cater to the region-specific requirements of the country, the Institute, over a period of time, has established six Regional Centers located at Guwahati (1978), Bengaluru (1980), Lucknow (1982), Indore (2001), Mohali (2019), and Ranchi (2025). The vision of the Institute is to emerge as a Centre of Excellence in the field of Women and Child Development by fostering partnerships and linkages with national and international agencies and by ensuring that its training and research initiatives remain responsive to the diverse needs of various stakeholders. The key objectives of the Institute include the promotion of voluntary action in social development; adoption of a comprehensive approach to child development; development and promotion of programme in pursuance of the National Policy for Children; facilitation of coordination between governmental and voluntary efforts in social development; and evolution of appropriate frameworks for organizing children's programme through collaborative efforts.

## **About the Affiliating University:**

Gauhati University was established in 1948 following the Gauhati University Act, 1947. It is the oldest and largest university in north east India and serves as a central hub for higher education, research and cultural preservation in the region. More than 300 colleges and institutions are affiliated to Gauhati University. The Advanced Diploma in Child Guidance and Counselling course is affiliated to Gauhati University since 2021 – 2022.

## **Course Details**

**Duration of the Course:** One year (10 Months course work and 02 months of Internship), Regular Offline Mode

**Total Seat: 25 (Twenty Five)**

## **Eligibility Criteria for the Course:**

1. Any Master's Degree in Social work / Psychology / Rehabilitation Psychology/ Child Development / Human Development / Education from recognized University Or,

2. M.Ed. in Special Education from recognized University.
3. **Unreserved Category:** Aggregate of 55% marks in the qualifying degree for the purpose of eligibility will be taken as the aggregate of all subjects of the qualifying degree if not specified by the degree awarding University.
4. **Reserved Category (SC/ST/OBC/PwD):** Aggregate of 50% marks in the qualifying degree for the purpose of eligibility will be taken as the aggregate of all subjects of the qualifying degree if not specified by the degree awarding University.

**Note** - Students whose result is awaited are also eligible to apply for the course. However, they have to submit the certificate and statement of marks of qualifying examination at the time of admission. In such case, if the student fails to submit the Mark sheet and Certificate of said examination at the time of admission, his/her admission will be forfeited.

### **Admission Criteria:**

1. Admission shall be on the basis of the merit of the Written Entrance Exam and Personal Interview.
2. In case of students scoring similar marks in the written Exam and personal interview, the marks of the qualifying degree (Post Graduation) will be considered for determining the merit list.
3. Applicants who obtained 50% minimum marks in the entrance exam will be eligible for appearing in the Personal Interview. However, there will be a relaxation of 5% for candidates under Reserved Category except EWS.
4. All the students shall be required to submit a Medical Fitness Certificate in the prescribed Form from registered medical practitioner at the time of admission.

### **Application Form:**

- The Application Form would be available at the Institute's website <https://www.spniwcd.wcd.gov.in>. It can also be collected from SPNIWCD, Regional Centre Jawaharnagar, Khanapara, Guwahati, Assam, Pin-781022.
- Application Fee (Non-Refundable): Rs.500/-

### **Submission of Application:**

- The duly filled Application Form, along with copies of the required documents and the prescribed Application Fee, should be submitted to the Institute on or before **08/06/2026**. The

Application Fee must be paid online to SPNIWCD, Regional Centre, Guwahati, Account No. 394602010002430, IFSC Code UBIN0539465, Union Bank of India.

- Outstation applicants are required to send the hard copy of the duly filled Application Form along with copies of the required documents to the Institute, preferably via India Post Speed Post, and mail the scanned copy along with the online payment details and tracking ID to [adcgcspnwcdghy@gmail.com](mailto:adcgcspnwcdghy@gmail.com).

#### **The Details of the Written Entrance Exam:**

1. Duration: 1 hour 30 minutes
2. Total Marks: 80
3. Type: Multiple Choice Questions (MCQs)
4. Syllabus: General and Social Awareness, Problem solving ability and logical thinking, English Language Comprehension and Subject matter relating to Social work / Psychology / Rehabilitation Psychology / Child Development / Human Development / Education.

#### **Guidelines for Written Entrance Exam:**

1. The eligible candidates for “Written Entrance Exam” will be informed through email and the same will be displayed on the Notice Board of the SPNIWCD, Regional Centre, Guwahati, Assam.
2. Eligible candidate for written exam should mandatorily carry valid photo identity proof (Aadhaar/Driving License/Voter ID / Passport) along with copy of confirmation email.
3. No separate Admit Card will be issued.
4. There will be No Negative Marking
5. The written entrance exam and personal interview will be conducted via offline mode only at SPNIWCD, Regional Centre, Guwahati, Assam.

#### **Personal Interview:**

1. Personal Interview will have a weight age of 20 Marks.
2. The date and time for Personal Interview will be communicated to eligible candidates through email. The list of eligible candidates will also be available on Institute’s Notice Board.
3. Candidates will be assessed on Motivation, Inter-Personal Effectiveness, Professional Integrity and Receptivity to Supervision.

4. The candidates have to carry their original documents along with a set of photocopies of Aadhaar Card; Education Qualification supporting documents from Matriculation to Post Graduation, M.Ed in Special Education; Migration Certificate; Reservation Category Certificate; Latest Reservation Certificate (within 6 months) for EWS for verification

### **Admission Procedure:**

1. List of candidates eligible for Provisional Admission will be displayed on the Notice Board of the Institute at Regional Centre Guwahati and an email will be sent to the listed candidates.
2. The listed eligible candidates should make the first installment payment through online mode within the stipulated time.
3. In case any candidate fails to pay the installment amount within the stipulated time, his/her seat will be forfeited and offered to the next candidate.
4. In case of discrepancy found in the documents/testimonials of a candidate at any point of time, his/her admission will be cancelled and fees forfeited. He/she will solely be responsible for the same.
5. The original documents need to be produced to SPNIWCD, RC, Guwahati for verification at the time of written exam.
6. Online payments are to be made to SPNIWCD, Regional Centre, Guwahati, Account No. 394602010002430, IFSC Code UBIN0539465, Union Bank of India.

### **Withdrawal of Admission:**

1. An application for withdrawal of admission should reach SPNIWCD, Regional Centre, Guwahati within 15 days after the date of admission (Payment of the first installment). In such case the Institute will refund the admission amount after deduction of 10% from the full amount towards withdrawal charges.
2. Withdrawal of Admission after 15 days from the date of admission (Payment of the first installment) will result in forfeiture of any fees paid to the Institute and Gauhati University.

### **Important Dates for Admission (Tentative):**

1. Last date for submission of Application Form at SPNIWCD, RC, Guwahati: **08/06/2026.**
2. Declaration of list of eligible candidates for Written Entrance Examination: **12/06/2026.**
3. Date and time of Written Entrance Examination: **30/06/2026.**
4. Declaration of Written Entrance Examination result: **01/07/2026.**
5. Date of Personal Interview: **02/07/2026.**

6. Declaration of provisional final list of selected and waitlisted candidates: **08/07/2026**.

7. Last Date for Admission: **22/07/2026**

8. Date of commencement of classes: **05/08/2026**.

**Note:** Waitlisted candidates will be contacted individually on or after **23/07/2026** in case of vacant seats.

**Seat Reservation Policy:** The course being affiliated to Gauhati University is following the seat reservation pattern of Gauhati University.

| Categories  | Percentage |
|---|------------|
| Scheduled Caste (SC)  | 7%         |
| Schedule Tribes (Plains)  | 10%        |
| Schedule Tribes (Hills)   | 5%         |
| Other Backward Classes / More Other Backward Classes (OBC/MOBC) | 15%        |
| Persons with Disabilities (PwD)                                 | 3%         |
| Economically Weaker Section (EWS)                               | 10%        |

**Note:** If the reserved seats under any of the categories as mentioned above are not filled, then the particular unfilled category shall be filled from the unreserved merit list.

**Fee Structure:** The Fee structure for the Academic year 2026 – 2027.

| Institution        | Fees category                  | Amount (Rs.)      |                   | Remarks                          |
|--------------------|--------------------------------|-------------------|-------------------|----------------------------------|
| Gauhati University | Enrollment & Registration Fees | Rs. 900           |                   | Payable to Gauhati University    |
|                    | Examination Fees               | Rs. 1,500         |                   |                                  |
|                    | Certificate Fees               | Rs. 1,000         |                   |                                  |
| <b>Subtotal</b>    |                                | <b>Rs. 3,400</b>  |                   |                                  |
| SPNIWCD            | Tuition Fee                    |                   | Rs. 50,000        | Payable to SPNIWCD, RC, Guwahati |
|                    | Student Welfare Fee            |                   | Rs. 1,000         |                                  |
|                    | Security Deposit               |                   | Rs. 5,000         |                                  |
| <b>Subtotal</b>    |                                |                   | <b>Rs. 56,000</b> |                                  |
| <b>Grand Total</b> |                                | <b>Rs. 59,400</b> |                   |                                  |

**Note:**

1. The Gauhati University related charges/Fees are subject to change as per the direction of the University and directly payable to the university as and when notified.

2. The SPNIWCD, RC, Guwahati related charges/Fees amounting to Rs.56,000/- (Tuition Fees, Student Welfare Fee and Security Deposit) will be payable in two installments
  - 1<sup>st</sup> Installment = Rs.28,000/- payable at the time of admission
  - 2<sup>nd</sup> Installment = Rs.28,000/- payable in the beginning of the second term
3. Security deposit is refundable only to students on completion of the course.
4. All travel expenses related to fieldwork shall be borne by the students.

#### **Documents (Self-attested) to be submitted along with the Application Form:**

- Aadhaar Card
- Two passport-size photographs
- Educational qualification certificates and mark sheets (from Matriculation to Post-Graduation/M.Ed. in Special Education)
- Category / Caste Certificate for SC/ST(P)/ST (P)/OBC/MOBC/EWS/PwD candidates (if applicable)
- Migration Certificate

#### **General Information:**

1. Students whose attendance falls below the required minimum (75% in the Theory/lectures planned for the academic year & 90% in the total field work days) attendance shall not be allowed to proceed for Final Theory and Fieldwork/Practical Examination.
2. On successful completion of course by students, the mark sheet and course completion certificate will be issued by Gauhati University.
3. After obtaining mark sheet and pass certificate from Gauhati University, the students are required to individually apply for Certification from Rehabilitation Council of India.
4. The course is a full-time commitment; students are not allowed to pursue a parallel course (online/offline) from any other Institution or University during the course.
5. Students taking admission in the Institute will be bound to abide by the Rules and Regulation of Gauhati University as well as Savitribai Phule National Institute of Women and Child Development, Regional Centre, Guwahati,
6. Any litigation/dispute regarding the examination or admission will be settled subject jurisdiction of the Gauhati High Court.