



# **Karve Institute of Social Service**

**Study Tour & Advance Orientation Visits Policy**



We at Karve Institute of Social Service conduct regular Study tours which are an excellent means of enhancing experiential learning for students. This educational study tour is planned for 4<sup>th</sup> semester students of each specialization. The following procedures are adopted by the college in organizing study tour programs and providing guidance to faculty and students:

1. The government rules, directives, and policies regarding study tours will be strictly adhered to, ensuring they are scrupulously followed with the highest priority.
2. Before organizing study tours, the purpose and specific educational objectives of the proposed tour must be clearly identified for student development.
3. The students and accompanying faculty together must decide for the place of the tour and financial affordability.
4. An exposure of 10-12 different set ups in a time period of 8-10 days must be covered
5. During the study tour, participants will undergo compulsory orientation to help them achieve personal, social, and academic growth.
6. The appropriate staff-to-student ratio will be maintained. Staff competent to handle contingencies and adequately supervise the tour will be deputed.
7. Before commencing the study tour, all necessary arrangements, including transportation, accommodation, food, finances, and other support services, must be carefully planned and informed to the college authorities. Only after complete preparation and approval will the tour proceed.



### **Advance Orientation Visits Policy:**

1. The objectives of advance orientation visits are to expose the students their field of specialization
2. These visits should be conducted during the second semester of the course in Pune city
3. Ten/twelve visits should be planned by every specialization
4. The visits should help the students to gain knowledge about their field of specialization.
5. The students should be properly oriented about the planning of the visits.
6. On/two faculty members should accompany the students for the visits
7. Every student must write the report of the visit completed and submit to the faculty.
8. On completion of all the students will present a seminar based on these visits to concretize their thoughts and understanding

