



LORETO DAY SCHOOL  
9, ELLIOT ROAD  
KOLKATA – 700016.  
E-mail : loretoelliot@gmail.com

## NURSERY ADMISSION 2020 - 2021

### GENERAL INFORMATION

1. Please read the 'General Information' carefully before filling in the Application form.
2. All entries should be made in **ENGLISH** and in **BLOCK LETTERS**.
3. This Application form is for the Nursery class **ONLY**.
4. **Application for Admission form will be available online from 16<sup>th</sup> September, 2019 to 20<sup>th</sup> September, 2019.** The cost of the application form is Rs. 200/-, to be paid on-line, and hard copy of the receipt to be attached to the form.

The List of documents to be submitted in hard copy along with the Application for Admission Form. Kindly strictly maintain the order stated below. (No documents have to be uploaded on-line).

### CHILD'S DOCUMENTS

1. **Proof of Age** : Municipal Corporation birth certificate.  
For Catholic students Municipal Corporation, Baptism certificate and a letter from the Parish Priest.
2. Child's Aadhaar Card (if available)
3. Proof of Blood group

### PARENT'S DOCUMENTS

1. Aadhaar Card of both parents (both Mother & Father)
2. Preferred Proof of Address – Current Electricity Bill.
3. Post Card size Family photograph with White background (Mother, Father and child- with the child in between). No tampering allowed.
4. Proof of income - Current salary statements of both parents (if both are working) / Current IT Return (if business)
5. If sibling is studying in Loreto Day School, Elliot Road, then attached the Xerox copy of the current ID Card.
6. Payment receipt of `200/-.

### The Application for Admission form is divided in two parts, i.e. Part I & Part II

#### Application for Admission Form - Part I

- It is mandatory to fill this part of the form on-line.

#### Application for Admission Form - Part II

- This part of the Form needs to be filled in hard copy (manually) and attached to the above mentioned documents in duplicate along with the form.

**Kindly submit a hard copy of the Application for Admission Form along with copies of the attachments in the drop box at Loreto Day School, Elliot Road, Kolkata – 700016 from 17<sup>th</sup> September to 21<sup>st</sup> September, 2019 by 4:00 p.m.**

- **Please take a careful note of the form number generated on the on-line application, as only the form nos. (not the names of the candidates) will be displayed on the website and on the school notice board at the call for the Inter-face meeting (Interview). Please note that such information will not be given from the school office.**
- **Please Note : The Application for Admission Form will stand cancelled in the following cases:**
  - a. Incorrect information
  - b. Recommendation letters
  - c. Hard Copy is not submitted.

**The list of candidates for an Interactive session (Interview) will be displayed on the school website on 19<sup>th</sup> October, 2019 at 2:00 p.m. Please do not make any enquiries before that.**