



Office : 2229 4256

WB021

**Loreto Day School**

9, Elliot Road, Kolkata - 700 016

E-mail : [loroffice22@gmail.com](mailto:loroffice22@gmail.com)

Website : [www.loretoelliot.org](http://www.loretoelliot.org)

## ADMISSION – 2025 – 2026

### VACANCIES IN CLASSES I, III, IV, & VI

#### 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 above mentioned classes **ONLY**.
4. Application for Admission form will be available online from 20<sup>th</sup> December, 2024 to 4<sup>th</sup> January 2025.
5. The cost of the application form is ₹ 800/-, to be paid online, 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 is given below. Kindly strictly maintain the order stated below.

#### 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
5. If any sibling is studying in Loreto Day School, Elliot Road, then attach the Xerox copy of the current ID Card.
6. Payment receipt of ₹ 800/-.

**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, 9, Elliot Road, Kolkata – 700016 from 20<sup>th</sup> December, 2024 to 5<sup>th</sup> January 2025, 3:00 p.m. Courier services can be availed for the submission of the form (Hard copy)**



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- **Please take a careful note of the form number generated on the online application, as only the form numbers (not the names of the candidates) will be displayed on the website for the Admission Test & 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:**
- Incorrect information**
  - Recommendation letters**
  - Hard Copy is not submitted.**
  - Our Admission procedure is fair and transparent and the School Management takes a stern view of any attempt to secure admission with the help of any outside agency; those found using such measures stand to have their ward's admission cancelled.**

**The list of candidates for an Admission Test will be displayed on the school website on 6<sup>th</sup> January, 2025 at 3:00p.m. Please do not make any enquiry before that.**

*Sr. Banisha*

**Sr. Banisha Sohkhet  
Principal**

