



LORETO DAY SCHOOL, DHARAMTALA  
169, LENIN SARANI  
KOLKATA - 700 013

ADMISSION 2025 - 2026  
(CLASSES KG - VIII)

GENERAL INFORMATION  
REGISTRATION PROCESS FOR ONLINE APPLICATIONS

1. Application forms for KG to Class VIII will be available online from Saturday, 01.02.2025 (12noon) to Thursday, 20.02.2025 (12noon). The cost of each application form is Rs 800/-. The filled in Application Form needs to be downloaded. It's hard copy, duly signed by parents along with the required documents should be submitted on Monday, 24.02.2025, Tuesday, 25.02.2025 and Wednesday, 26.02.2025 between 9.00am to 3.00pm in the school premises.
2. A family photograph is to be uploaded as per the size mentioned on the Application Form.
3. **GENERAL INFORMATION :**  
Photocopies of the following documents should be submitted along with the filled in and downloaded Application Form:
  - a) Birth Certificate and Aadhar Card of the candidate.
  - b) A Letter from the Parish Priest and Baptism Certificate is a must for Catholic Students only.
  - c) **Address Proof:**  
Please attach any one of the following as proof of your address. No other proof will be accepted.
    - Aadhar Card
    - Current Electricity Bill
    - Voter's Identity Card
    - Passport
  - d) Proof of Income : Salary Statements of both parents.
  - e) Supporting documents, if the candidate is listed as SC/ST/OBC / MBC.
  - f) Adoption Papers (if applicable).
  - g) Single parent (if applicable)
  - h) Photocopy of the last academic report from the previous school.
  - i) Please note that the Form will stand cancelled in the following cases:
    - Incorrect Information / Incomplete Form
    - Recommendation / Reference Letters
    - If the hard copy of the Application Form is not dropped in the drop box
4. The Application Form does not guarantee Admission. Admission will take place only after an Interaction Session.

PREFERENCE WILL BE GIVEN TO CHRISTIAN STUDENTS.

*Admission to Loreto Day School, Dharamtala is finalized in accordance with our Admission policy and is conducted in a fair and transparent manner by the Management.*

*No outsider or 3<sup>rd</sup> party is involved in the process and parents are requested to immediately report the matter to the school authorities if anyone approaches them with the offer of procuring admission for their wards in this institution through unjust means*

*S. Seal*  
Mrs. S. Seal

PRINCIPAL  
LORETO DAY SCHOOL  
DHARAMTALA  
169, LENIN SARANI  
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