



Loreto Day School

Bow Bazar, Kolkata

(91)-(33)-22120134

www.loretobowbazar.in

contactloretobowbazar@gmail.com

Date: 25.11.2025

NOTICE FOR CLASSES NURSERY TO IX ADMISSION 2026-2027

Please read the "Guidelines" carefully before filling in the Application Form:

1. Kindly apply through the website www.loretobowbazar.in.
2. The cost of the Application form is **RS.800/- (EIGHT HUNDRED ONLY)** and NOT refundable.
3. Online Application Form will be available from **28TH NOVEMBER, 2025 TO 4TH JANUARY, 2026**.
4. **Process for Registration:**
 - a. OTP will be generated and sent automatically in the registered e-mail ID and Mobile Number at the time of registration.
 - b. "User ID" and "Password" will be automatically generated and send in registered e-mail ID after registration.
 - c. To complete and submission of the application form, re-login with given "User ID" and "Password".
5. The Application Form will stand cancelled in the following cases
 - a. Incorrect Information
 - b. Incomplete Form
 - c. Recommendation/Reference letters
 - d. Hard Copy not dropped in the drop box
 - e. Information not as per the criteria mentioned
6. **DOCUMENTS REQUIRED TO FILL UP THE ONLINE APPLICATION FORM**
 - a. Passport Size Photo (separately for Father, Mother and Child)
 - b. Aadhar Card of parents and Candidate
 - c. Birth Certificate (Corporation)
 - d. Baptism Certificate (only for Catholics)
 - e. Letter from Parish Priest (only for Catholics)
 - f. Proof of address (Telephone Bill/Electricity Bill/Aadhar Card etc.)
 - g. **Proof of Occupation:** -
Service: - Letter from employer/ ID card issued by employer
Business: - Latest Trade license
 - h. **Proof of Income:** -
Service: - Salary Slip/ From 16
Business: - IT Return/IT computation/Financial statement (latest)
 - i. Caste Certificate (Only for SC/ST/OBC)
 - j. Adoption Certificate (If any)
 - k. Separation Certificate (If any)





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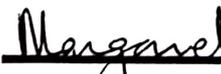
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7. The hard copy of the APPLICATION PRINTED FORM along with the uploaded documents and Acknowledgement Receipt have to be stapled together and to be submitted at school premises on 5TH JANUARY TO 7TH JANUARY, 2026 from 09:00 am to 12:00 noon in a sealed envelope.
8. There will be an **INTERACTIVE SESSION ON MONDAY 19TH JANUARY, 2026 FOR NURSERY TO CLASS III** and **ADMISSION TEST FOR CLASSES IV TO IX on TUESDAY 20TH JANUARY, 2026**. Admission test will be on the subjects like **English and Mathematics**. Timings for Interactive Session and Admission Test will be given on 12th January, 2026 on School Notice board and the school website.
9. The **FINAL LIST OF SELECTED CANDIDATES** will be out on the School Notice board and the school website (www.loretobowbazar.in) on **2ND FEBRUARY, 2026**.
10. Online payment of **ADMISSION FEES** for the selected candidates will be from **4TH FEBRUARY TO 1ST MARCH, 2026**.
11. **ADMISSION PROCEDURE** for the selected candidates who have paid the Admission fees will be on **16TH MARCH 2026**.

APPLYING FOR ANY CLASS DOES NOT GURANTEE ADMISSION.

Thanking you,

Yours faithfully,


Ms. M. King
(Principal)

