

ST.AGNES' LORETO DAY SCHOOL,
LUCKNOW

APPLICATION FORMS FOR
CLASS NURSERY – (SESSION 2019 – 2020)

*Application Forms for admission to Class Nursery will be
available on the School website i.e.*

www.stagnesloretolko.com

on Tuesday, 4th September '18 and

Wednesday, 5th September '18

APPLICATION FEE - RS. 500 /-

ELIGIBILITY FOR ADMISSION:

Date of Birth between 1st April, 2014 to 31st March, 2015.

PROCEDURE FOR OBTAINING AN APPLICATION FORM

To obtain an Application Form, kindly follow the following procedure:-

- Logon to www.stagnesloretolko.com
- Click on the Nursery admission link.(This form is best viewed in Google chrome)
- Agree to the Terms and Conditions that follow.
- Fill the complete Registration Form carefully.
- No changes in the details afterwards shall be entertained.
- Click on the submit button.
- You will be redirected to the online payment page (**Do not click refresh/back button**).
- If you are a user of PayUmoney, enter your credentials and continue **OR** click on new user and register with your valid E-mail ID.
- Select the payment option (Credit Card, Debit Card, Net Banking)
- After this you will get your username & password on your contact number and E-mail ID which you have mentioned while submitting the form.

- With this username & password, you can login into your personalized portal where you can get your transaction slip, acknowledgement slip and your copy of filled Application Form.(Subject to the immediate clearance of your payment within two days).
- Kindly refer to your acknowledgement receipt for **form submission and Interactive session with the Principal.**
- Take the Print out of the filled application form and acknowledgement slip. Paste the passport sized photograph of the child and a postcard size family photograph. Put the signature in the signature boxes provided in the form.(All the photographs should be recent).

**YOU WILL HAVE TO PRINT YOUR
ACKNOWLEDGEMENT SLIP AND APPLICATION FORM
AND *SUBMIT THE FILLED APPLICATION FORM
ALONG WITH THE BELOW MENTIONED DOCUMENTS
AT THE SCHOOL OFFICE ON THE DATES MENTIONED IN
THE ACKNOWLEDGEMENT SLIP.***

KINDLY BRING THE FOLLOWING ORIGINAL DOCUMENTS ALONG WITH THE APPLICATION FORM FOR PHYSICAL VERIFICATION.

- 1. Birth Certificate from the Hospital where the child was born.***
- 2. Birth Certificate from the Municipal Corporation/Nagar Nigam / Nagar Mahapalika.***
- 3. Baptism Certificate for a Catholic/Christian child.***
- 4. Marriage Certificate of the parents of the Catholic/Christian child.***
- 5. A letter from the Parish Priest / Pastor for a Catholic/Christian Child.***
- 6. Scheduled Caste / Tribe Certificate for S.C/ S.T child.***
- 7. Address Proof: Election Card/ Driving License/ Passport/Aadhar Card / Ration Card.***

KINDLY ATTACH THE ATTESTED PHOTOCOPIES (attested by a Gazetted Officer) OF THE ABOVE DOCUMENTS ALONG WITH THE APPLICATION FORM. (Write the name of the child on the attested photocopy for maximum safety).

APPLICATIONS WHICH DO NOT CONTAIN THE ABOVE PARTICULARS AND DOCUMENTS SHALL BE REJECTED.

Acknowledgement Slip will need to be retained by the parents and produced at the time of Meeting with the Principal.

INSTRUCTIONS

1. *The date and time of the meeting with the Principal is given on the Acknowledgement Slip.*
2. *At the time of the meeting with the Principal, both the parents (guardians, if the parents are deceased) must accompany the child. **No other person** shall be allowed to attend this session.*
3. ***No information regarding admission will be given over the telephone.***
4. ***Kindly attach the attested photocopies (attested by a Gazetted Officer) of the following documents along with the Application Form:-***

- *Birth Certificate from the Hospital where the child was born.*
- *Birth Certificate from the Municipal Corporation/Nagar Nigam / Nagar Mahapalika.*
- *Baptism Certificate for a Catholic/Christian child.*
- *Marriage Certificate of the parents of the Catholic/Christian child.*
- *A letter from the Parish Priest / Pastor for a Catholic/Christian Child.*
- *Scheduled Caste / Tribe Certificate for S.C/ S.T child.*
- *Address Proof: Election Card/ Driving License/ Passport/Aadhar Card / Ration Card.*

IMPORTANT INFORMATION

- *St. Agnes' Loreto day School, Lucknow **does not accept** money in the form of Donation/Capitation Fee or Gifts with regard to Admission.*
- *Any attempt at seeking Admission through dubious means, such as offering donation/gifts, **will automatically debar the candidate** (for no fault of her) from admission. Parents are also **warned** against so-called **agents/touts** claiming to act on behalf of the School Authorities.*
- *The submission of the Application Form / Meeting with the Principal does not guarantee admission as the number of seats is limited. You are advised to apply in other schools as well.*
- *Application Form fee is not refundable.*
- *The decision of the Principal with regard to admission is **FINAL**.*
- *Kindly remember your Application Form Number.*

PRINCIPAL

2nd August, 2018