

**LORETO COLLEGE, KOLKATA**  
**ADMISSIONS 2013-2014**

**General information regarding online Form filling:**

- All Applications are **On-line** through **this website**. No printed forms will be available in the College.
- Students **may apply for more than one subject**. The application for each subject is to be made on **separate On-line Application Forms**.
- Application fee of Rs. 200/- is to be paid **separately for each Application Form at SBI, Jeevan Deep Branch, Kolkata**.
- For each subject there is a **separate eligibility criteria** and the applications without the eligible marks will be summarily rejected.
- Before submitting the On-line forms, **verify all details** entered; then proceed to the next step.
- **SUBMIT** the Application Form On-line.
- A **printable version** of the Application Form will appear.
- **Take a PRINTOUT of the Application Form and Bank Payment sheet**.
- Payment must be made through the **Bank Payment sheet** generated automatically after **submitting** the form. The Bank Payment receipt duly stamped **should be collected** from the Bank.
- Affix a **recent passport-sized photograph** into the allotted box on the Application Form.
- The **PRINTOUT** of the **Application Form along with attested copies of**
  - **Report Cards of Classes X, XI, XII**
  - **Board Marksheets and Admit Cards of Classes X, XII**
  - **Character Certificate X and XII**
  - **The Bank Payment receipt (i.e. Applicant's copy should be attached)**

will need to be submitted to the College Office **on /before June 11, 2013 by 12 noon** for **consideration for Admission**.

- Application forms without the Bank Payment receipt attached will be rejected.
- **Outstation students** may make payment of the Application Fee of Rs. 200/- through **Demand Draft** in favour of 'Loreto College' payable at Kolkata.
- Outstation students need to **attach the Demand Draft to the Application Form along with the above mentioned documents** and send these through Speed Post to the College address such that the form is received by the College **within 4 days of the last day** of the release of the Application Form