



# **NOTICE** **ADMISSION OPEN FOR** **CLASS XI- 2025**

Online Forms are now available in school website i.e.

[www.loretoadarjeeling.org](http://www.loretoadarjeeling.org) (inside the blinking tab "Regarding Admission")

**Application Fee- Rs. 500/- (Non Refundable)**

**Note- Online Application Portal Closes:**

**18<sup>th</sup> March, 2025 at 5:00 p.m.**

**Offline forms too are being simultaneously issued by the School Office**

**From 20<sup>th</sup> February 2025 between 9:00 a.m. to 2:00 p.m.**

**Application Fee- RS. 500/- (Non Refundable)**



**Loreto Darjeeling offers the following courses in the three streams (*Please click the subjects desired*): English plus 5 others**

<b>Humanities</b>	<b>SCIENCE</b>	<b>COMMERCE</b>
<b>1. English (Compulsory)</b> <b>2. History/Geography</b> <b>3. Economics/Psychology/Computer Science</b> <b>4. Political Science/Sociology</b> <b>5. Second Language Nepali /Home Science</b> <b>6. Business Studies/ Maths</b>	<b>1. English</b> <b>2. Physics</b> <b>3. Chemistry</b> <b>4. Business Studies/ Maths</b> <b>5. Psychology/ Economics/ Computer Science</b> <b>6. Biology/ Second Language Nepali/ Home Science</b>	<b>1. English</b> <b>2. Accounts</b> <b>3. Commerce</b> <b>4. Business Studies /Maths</b> <b>5. Economics/Psychology/ Computer Science</b> <b>6. Biology/ Second Language Nepali/ Home Science</b>
<ul style="list-style-type: none"> <li>• Please note that provision will not be made in the school for teaching of a Language where there are less than fifteen students.</li> </ul>		

Due to limited vacancies, fulfilling the prescribed conditions do not guarantee admission to the School

The list of selected students will be published on **05<sup>th</sup> April 2025**.

The admission test will be conducted in the following subjects:

**English, Physics, Chemistry, and Mathematics (if opted by the candidate).**

**For Loreto students, the test will be conducted only in Physics, Chemistry, and Mathematics (if opted by the candidate).**

**Entrance Test Date: 02<sup>nd</sup> April 2025**

**Time: 8:30 A.M.**

**Candidates must report on time with the necessary documents.**

### **Documents Required for Admission**

Please attach attested photocopies of the following:

1. School Report Cards of Classes 9 and 10, attested by the Principal of the current school. (Attestation is not required for students of Loreto Convent, Darjeeling.)
2. Character Certificate from the last attended school, attested by the Principal.

**Note:**

1. Admission to Class XI will remain provisional until the declaration of the ICSE Examination 2025 results.
2. Students who do not obtain a pass certificate will not be permitted to continue studying at Loreto Convent, Darjeeling.
3. Those who do not secure the prescribed minimum marks may be required to opt for an alternative stream based on their eligibility.



THE SUBMISSION OF THE DULY –FILLED APPLICATION FORM AND ALL THE ENCLOSURES:  
WEDNESDAY, 19<sup>TH</sup> MARCH 2025 AT 9.00 AM TO 2.00 P.M. AT SCHOOL MAIN GATE

THE NAMES OF LORETO STUDENTS ADMITTED TO THE VARIOUS COURSES AND A NOTICE FOR  
OTHER SCHOOL STUDENTS WILL BE DISPLAYED ON THE SCHOOL NOTICE BOARD

**NO RECOMMENDATION IS ACCEPTED.**

**NO HOSTEL FACILITIES ARE AVAILABLE**

#### **PROCEDURE FOR OBTAINING AN APPLICATION FORM**

*A.To obtain an Application Form, Kindly follow the procedures:-*

1. Logon to [www.loretodarjeeling.org](http://www.loretodarjeeling.org) (inside the blinking tab “Regarding Admission” )
2. Click on ‘**ONLINE ADMISSION FOR CLASS XI 2025**’ blinking tab (inside “Regarding Admission” ).(This form is best viewed in Google chrome)
3. Agree the Terms and Conditions that follow.
4. Fill the Registration Form carefully.

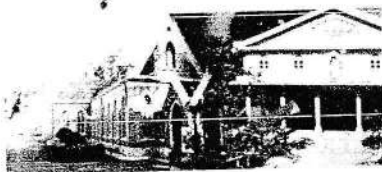
- 5.No changes in the details afterwards shall be entertained.
- 6.Click on the Submit Button.
- 7.You will be redirected to the online payment page (Do not click refresh/back button).
- 8.Select the payment option (Credit Card, Net Banking, Wallet/Cash Card /Debit Card (Rupay))
- 9.After this you will get your username and password on your Confirmation Slip.
10. With this username and password, you can login into your personalized portal where you can get your transaction slip, your copy of filled Application Form and acknowledgement slip (Subject to the immediate clearance of your payment within two days).

11. Kindly refer to your acknowledgement receipt for submission. Take the print out of the Filled Application Form and Acknowledgement slip. Paste the recent passport sized photograph of the candidate. Put the signatures in the signature boxes provided in the form after taking the printouts of duly filled form.

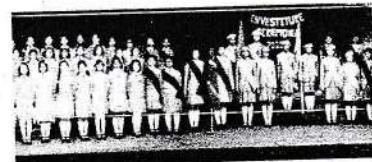
**B.NOTE:-YOU WILL HAVE TO PRINT YOUR ACKNOWLEDGEMENT SLIP, APPLICATION FORM AND SUBMIT THE FILLED APPLICATION FORM ALONG WITH THE MENTIONED DOCUMENTS TO THE SCHOOL OFFICE.**

## PROCEDURE FOR OBTAINING AN APPLICATION FORM

1. Login to School Website [www.loretodarjeeling.org](http://www.loretodarjeeling.org) (inside blinking tab Regarding Admission)
2. Click on (Online XI Admission 2024-25) inside blinking tab Regarding Admission.
3. Click on:



REGISTRATION OPEN FOR THE  
SESSION 2024-2025



Online Application Form



CLICK ON

1. Use User Name & Password Here to download the filled Application form and Acknowledgement Receipt.

Note: Admission will be granted only on the availability of seats.

4. Kindly Read the Notice and Agree to the Terms and conditions that follows
5. Click on

APPLICATION FORM FOR ADMISSION TO CLASS XI

Application Form for admission to class Nursery will be available in school website i.e.

[www.Loretodarjeeling.org](http://www.Loretodarjeeling.org)

Before filling the form Kindly go through the Notice and follow the procedure given on it.



Proceed with Online Registration

CLICK ON

Download **MOBILE APP**

ON LORETO ONLINE DASHBOARD



SCHOOL CODE "LCDRJG"



e-Care login



Virtual tour



Alumni



Nursery Convent

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6. Fill the Registration Form carefully and check all the details before submitting it.
- And please give correct email id.
7. No changes in the details afterwards shall be entertained.
8. Click on the Submit Button.



9. You will be redirected to the online payment page (Do not Click refresh /back button)
10. Select the payment option (Credit Card, Debit Card, Net Banking, Wallet /Cash Card )
11. \*\*\*After this you will get your username and password on your e-mail id which you have to mention while submitting form.\*\*\* or take a screenshot of the page of user ID password or you can print it out.

#### Payment Successful

Thank you for using Online Admission

Applicant Name: [REDACTED] THAPA

Candidate Name: [REDACTED] THAPA

Username: [REDACTED]

Password: [REDACTED]

Payment ID: YHMP1691692365

Payment Date: 26-Nov-2022

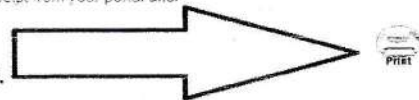
Amount Paid: Rs 1.00

Your amount of Rs. 500/- will be credited to school's account within 48 hours. You will be informed regarding this via mail and SMS. Kindly take the print out of your filled application form and acknowledgement receipt from your portal after receiving the confirmation from school.

Back

**TAKE OUT THE PRINT OUT FOR USER ID  
PASWORD OR TAKE A SCREESHOT OF THIS PAGE.**

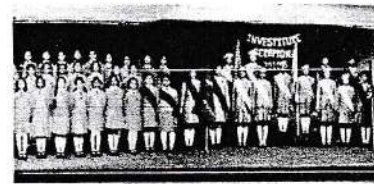
Download **MOBILE APP**



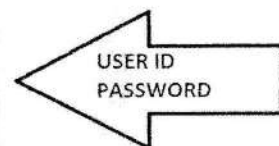
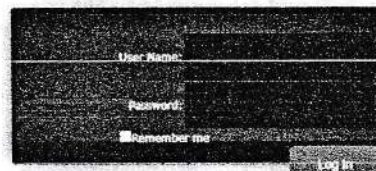
**\*\*Now go back to the starting page and use the USER ID and PASSWORD to  
LOGIN\***



**REGISTRATION OPEN FOR THE  
SESSION 2023-2024**



Online Application Form



Enter the User Name & Password here to download the filled Application Form and Acknowledgement Receipt.

Note: Admission will be granted only on the availability of seats.

Download **MOBILE APP**

or Scan QR Code to Download



Scan QR Code



Scan QR Code



Scan QR Code

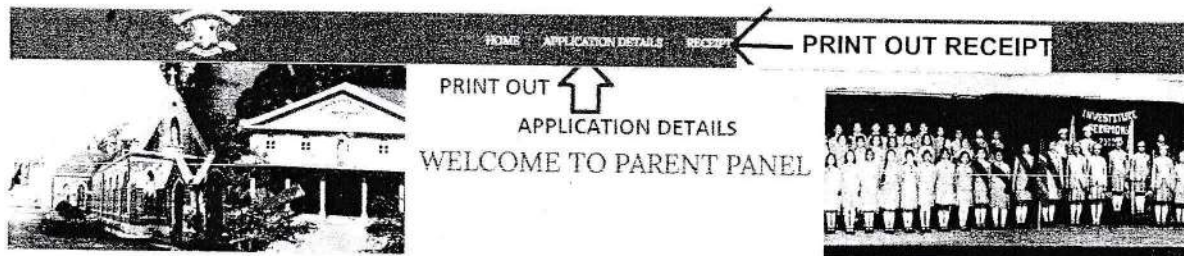


Scan QR Code

12. With this username and password, you can get your transaction slip, your copy of filled Application Form and acknowledgement slip (Subject to the immediate Clearance of your Payment within two days).

13. Kindly refer to your acknowledgement receipt for submission.

**Please View it from desktop view.**



#### Instructions For Applicants

- Your Filled Application Form and Acknowledgement Receipt will be available for print and download after the payment settlement within **48 hours** of filling the form.
- You will be informed about the payment settlement via SMS from school.
- You will have to bring the print out of filled application form and acknowledgement receipts along with the documents which are mentioned in the notice according to the time slot mentioned on Notice.
- Put your signatures in the boxes provided on the filled application form.

#### Printing Instructions: -

1. The Application form and Acknowledgement receipt should only be in A4 Sheet only.
2. The Print format should be in Portrait Layout Only.

Note: - The above printing parameters can be matched by using the printing setting.

Kindly adhere strictly to the timings of form submission and interactive session.

**Take the print out of the Filled Application form and Acknowledgement slip.**

**Past the recent passport size photographs. Put the Signature in the signature boxes provided in the form after taking the printouts of duly filled form.**

**NOTE: YOU WILL HAVE TO PRINT YOUR ACKNOWLEDGEMENT SLIP, APPLICATION FORM AND SUBMIT WITH MENTIONED DOCUMENT (which has been mentioned ABOVE) TO THE SCHOOL MAIN GATE ON DATE AND TIME MENTIONED ABOVE IN General Information.**