

## UNDERGRADUATE ADMISSIONS PROCESS

### **STEPS FOR UNDERGRADUATE ADMISSIONS PROCESS**

STEP 1. Create an online account at <https://admissions.lahoreschool.edu.pk/>

Follow the steps below to complete the online form:

- i. Select the program.
- ii. Enter the complete bio data. The applicant must enter his/her complete name as mentioned on the secondary level result.
- iii. Upload recent passport sized photograph [max 100 kb] and press SUBMIT.
- iv. Check inbox/junk mail/spam at your given email address for link sent by Lahore School of Economics.
- v. Login to the link and select your program.
- vi. Enter your complete academic details
  - a) Secondary level (High School/International Baccalaureate /O-Level/ Matriculation)
  - b) Post-Secondary level (High School/International Baccalaureate /A-Level/ Intermediate [**Grades last received from school in case of awaiting result**])

<b>Step 2</b>	Print the application form from <a href="https://admissions.lahoreschool.edu.pk/">https://admissions.lahoreschool.edu.pk/</a>
<b>Step 3</b>	Get the 2 Letters of Recommendation [Page No. 6-9 in admissions application form] printed and filled by 2 different teachers of the candidate. Get them signed and stamped from the institution [ <b>to be submitted at the time of interview</b> ].
<b>Step 4</b>	Photocopy all academic certificates [Matric/O-Level/American High School Transcript & Diploma/ International Baccalaureate Transcript & Diploma]
<b>Step 5</b>	Photocopy IBCC equivalence certificate in case of O-Level/American High School Diploma/International Baccalaureate
<b>Step 6</b>	Photocopy SAT I result, if available [minimum requirement 1200 out of 1600 with minimum 600 in Mathematics]. The College Board ID and password has to be provided at the time of submission of the document.
<b>Step 7</b>	Photocopy Applicant's CNIC/Smart card in case the student is under 18
<b>Step 8</b>	Photocopy Applicant's father's CNIC
<b>Step 9</b>	Get one recent passport sized photograph
<b>Step 10</b>	Print Admissions Form Fee voucher and Processing Fee Voucher from <a href="https://admissions.lahoreschool.edu.pk/receipts_adm_fee.php">https://admissions.lahoreschool.edu.pk/receipts_adm_fee.php</a>
<b>Step 11</b>	Pay the vouchers at any branch of MCB Bank Pakistan
<b>Step 12</b>	Submit the paid Admissions office and Accounts office vouchers along with all the above-mentioned documents at the Admissions Office, 104-C-2, Gulberg III, Lahore.