

INSTRUCTIONS TO CANDIDATES APPLYING FOR ADMISSION IN MANAGEMENT AND NRI QUOTA

Duration of the Course: 4 Years

Application Fee: Rs.1000/-

IF AMOUNT IS DEDUCTED FROM YOUR ACCOUNT AND PAYMENT IS NOT REFLECTING, PLEASE DO NOT PAY AGAIN, YOUR PAYMENT WILL BE REFLECTING IN THE END OF THE DAY AND YOU CAN LOG IN AND CONFIRM YOUR APPLICATION NEXT DAY.

Academic Eligibility:

Pass in Higher Secondary Examination of the board of the higher secondary Education of Kerala or equivalent examination recognized by Kerala University of Health Sciences with 50% marks in Physics, Chemistry, Biology and English aggregate.

Steps to be followed:

There will be **Eleven Steps** for the submission of the application form and all steps are mandatory. Candidates must complete all the steps for the submission process.

1. Step 1: Open the website URL www.littleflowercn.ac.in on your available browser. (Prefer a higher version of chrome for best compatibility).
2. Step 2: Click B.Sc Nursing admission on the home page, you will find “instructions” for applying. Read the instructions carefully and press on “Apply now” button just below the heading “B.Sc Nursing Admission 2026-2027”.
3. Step 3: Register using Mail ID, date of birth and phone number.
4. Step 4: After registration you will receive a Login ID and password to your given Mail ID.
5. Step 5: Log in again using Login ID and Password sent to mail.
6. Step 6: Click change password and enter new desired password
7. Step 7: Application page will open. Under application details enter “Click to pay” to submit the application fee amount of Rs 1000/- and click “Next step”.
8. Step 8: The student details page will be displayed. Fill all mandatory information, click “Next step”.
9. Step 9: Next enter qualification details and click “Next step”.
10. Step 10: Enter document details and upload documents (10th certificate, 12th mark list & community certificate)
11. Step 11: Next step is to verify the given details and click finish and do “Final submission.”

NB:- For NRI candidates after step 8, please follow the below instructions.

1. Step 9: Enter details of NRI status, click “Next step”.
2. Step 10: Next enter qualification details and click “Next step”.
3. Step 11: Enter document details and upload documents (details given below) and click “Next step”.
4. Step 12: Next step is to verify the given details and click finish and do “Final submission”.

In case of submission of more than one application by the candidate, will consider only the completed application.

- *Application fee is non-refundable.*

Things to be ready before submitting the online application

1. Applicants Photo:

Candidates need to upload passport size photo. Candidates will require a scanned/digital image of their photograph, dimensions 150 (Width) x 200 (Height) pixels (preferred) and file size should be between 10 kb-500 kb. (File formats: jpg/.gif/.png)

2. Signature of Applicant:

Candidates need to upload their signature. Candidates should also have a scanned image of their signature. The Signature should not be in capital letters. The candidate should sign on a white paper with black/blue ink pen. The preferred dimension for signature is 140 x 60 pixels and file size should be less than 200 kb. (File formats: .jpg/.gif/.png)

3. SSLC and Plus two mark sheet:

Candidates need to keep the softcopy of their Plus two-mark sheets ready for uploading. File formats: .jpg/.gif/.png/.pdf with a file size less than 1 MB

4. Scanned copies of certificates/documents to be submitted along with the online application:

I. The relevant page of SSLC book/equivalent board certificate as proof of age and date of birth.

II. Certificate and mark list of qualifying examination (Plus Two/12th Std.) or printout of the result sheet from the website

III. In case the candidate claims reservation under Christian Community Category, the Community Certificate issued by the Revenue authorities.

Kindly note your application number for future correspondence.

The registered email will be considered for all the future communication regarding the admission process.

Original Documents to be submitted at the time of Admission:

- 1.SSLC certificate and mark list
- 2.Certificate and mark list of 12th standard
- 3.Transfer Certificate
- 4.Certificate of good conduct
- 5.Allotment Order
- 6.Reservation documents if any
- 7.Certificates of proof of SEBC/OBC/SC/ST status obtained from Tahasildar
- 8.Income Certificate
- 9.Migration Certificate
- 10.Nativity Certificate
- 11.Medical Fitness Certificate

Xerox/Photostat copies/Photos to be submitted at the time of admission:

- 1.10 Passport size photos and one stamp size photo
- 2.Three sets of photocopies of all original Certificates (Attested)
- 3.Three self-attested photocopies of photo ID (Aadhar)
- 4.Three passbook copies (Self)
- 5.Soft copy of all certificates, Adhar, photo & Signature

NRI QUOTA

IMPORTANT

- **A scanned copy of the attested NRI certificate/document is mandatory and must be uploaded with the application. Applications without this document will be rejected. Original documents should be produced for verification at the time of admission.**

NRI Quota:

An applicant, who depends upon his/her Father/Mother/ Brothers and Sisters (inclusive of first cousins)/ Husband/Wife/ Brothers and Sisters (inclusive of first cousins) of Father or Mother/Half Brother/Half Sister/Adopted Father or Adopted Mother working abroad is eligible to apply under NRI quota. (As per the G.O (MS) No.243/2014/ H&FWD dated 06.08.2014). Candidates who seek admission under NRI quota in Private Self-Financing Medical/Dental colleges should upload documents/certificates as per G.O. (Rt) 375/2020/H&FWD dated.22.02.2020 & G.O (Rt) No.1480/2022/H&FWD dated: 22.06.2022. The following documents shall be uploaded for NRI Quota reservation (As per G.O.No. 375/2020/H&FWD, dated 22.02.2020 and G.O (Rt) No.1480/2022/H&FWD, Dated 22.06.2022).

1. Passport copy and Visa attested by the Embassy or Consulate authorities/Green Card/Overseas Citizen of India (OCI) documents of their respective sponsors. The job of the sponsor should be mentioned in any of the above documents.

2. The visa of the Sponsor should be valid till the closing date of admission in respect of Medical and Medical Allied courses.

3. In case, the employment of the sponsor is not mentioned in the above documents, the candidate has to produce the Employment Certificate of the Sponsor attested by the Embassy/Consulate authorities.

4. The Certificates clearly establishing the relationship of the sponsor with the candidate shall be obtained from the Revenue authorities as per the G.O (MS) No.243/ 14/ H&FWD dated 06.08.2014.(See Annexure XXIV)

Note:

a. Relationship should clearly be established. In case relationship is mentioned as Niece/Cousin/Uncle/Aunt only in the space provided for in the certificate, the Village Officer should give an explanation of the relation in the certificate itself. Niece/Cousin/Uncle/Aunt should be explained with clear relationship. The relationship link should be clearly explained. Certificates showing mere/Cousin/Uncle/Aunt without establishing clear relationship link will be rejected. Candidates shall verify the certificate properly before submitting online.

b. Directives of AFRC from time to time will be applicable to the NRI documents subject to the Government Orders.

5. However, the relationship between the candidate and his/her father/mother which are recorded in the educational certificates maintained in the usual course of transaction by the competent authorities shall be accepted.

6. The candidate shall produce the sworn affidavit from the Sponsor in a stamp paper worth Rs.200/-. The same shall also be notarized by the Notary Public, disclosing that the student is dependent of the sponsor and all expenses i.e. tuition fee and special fee, of the candidate for the entire course period will be borne by the Sponsor (see Annexure XXIII)

7. Validity of Visa - equivalent documents indicating visa validity, such as Civil ID, Resident Permit, Resident ID, IQAMA, Electronic Visa, Employment Pass, or Entry Visa may be considered.

8. If any document attested by the Embassy/Consulate General of India mentions visa validity, such documents may be considered

9. If the sponsor's visa states 'Housewife' or 'Student' as the employment status, the corresponding Employment Certificate may be considered valid if it is properly attested.

For any queries, contact us:

Email: littleflowercn@gmail.com

Landline: 0471-2590032, 2590042