

# APPLICATION FORM FOR TRANSFER CERTIFICATE

Date : .....

To,  
The Principal,  
St. Mary's Co-ed School,  
Harda (M.P.) 461 331

Rev. Father,

Please furnish me with the leaving certificate of my child/ward. The necessary particulars are given below :-

1. Pupil's Name : ..... Admission No. : .....
2. Mother's Name : .....
3. Father's/Guardian's Name : .....
4. Class in which the pupil last studied (In figures) : ..... (In words) : .....
5. School/Board Annual Examination last taken with result (Pass/Repeat) : .....
6. Contact Number : i) ..... ii) .....

Parent/Guardian

(Note : Kindly submit the photocopy of the Report Card along with the T.C. Form)

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– :: Office Use Only :: –

7. Date of Birth (in Christian Era) according to Admission & Withdrawal Register : .....
8. Whether the Candidate belongs to Scheduled Caste/Scheduled Tribe/OBC : .....
9. Date of first admission in the school with class : .....
10. Total number of working days : ..... 11. Total number of presence : .....
12. Month up to which the (Pupil has paid) School dues/paid : .....

Checked by

Principal