

**TRANSFER CERTIFICATE**

Registration no : \_\_\_\_\_

- 1 Name of the Student : \_\_\_\_\_
- 2 Name of the Father /Guardian : \_\_\_\_\_
- 3 Name of the Mother /Guardian : \_\_\_\_\_
- 4 Gender : MALE / FEMALE
- 5 Nationality & Religion : \_\_\_\_\_ & \_\_\_\_\_
- 6 Community : \_\_\_\_\_
- 7 Personal identification marks : \_\_\_\_\_  
\_\_\_\_\_
- 8 Date of birth as entered in the Admission Register : \_\_\_\_\_ (DD/MM/YYYY)
- 9 Date & Class of first admission in the school : \_\_\_\_\_
- 10 Class / Standard in which the student last studied / studying at the time leaving the school : \_\_\_\_\_
- 11 Whether qualified for promotion to the higher class? : YES / NO
- 12 If so, to which class : \_\_\_\_\_
- 13 Whether availed any fee concession /Scholarship? If so, nature of fee concession : \_\_\_\_\_
- 14 Last date on which the student attended the school : \_\_\_\_\_
- 15 Reason for leaving the School : \_\_\_\_\_
- 16 Date of application for Transfer Certificate : \_\_\_\_\_
- 17 Date of issue of Transfer Certificate : \_\_\_\_\_
- 18 Conduct of the student in the school : \_\_\_\_\_

**Checked and verified**  
(signature with name and date)

school seal

**Signature of the Principal**