

SPECIMEN FORM

Application for Transfer Certificate

To,
The Principal
St. Aloysius Sr. Sec. School
Jabalpur, MP

Subject: Application for Transfer Certificate

Dear Father,

Please furnish me with the Transfer Certificate of my son / daughter. The necessary particulars are given below:

1. Name of the Pupil _____

2. Father's/Guardian's Name _____

3. Nationality _____

4. Whether the candidate belongs to Scheduled Caste/Scheduled Tribe/OBC _____

5. Class in which the pupil last studied (In figures) _____

(In words) _____

6. Date of Leaving school _____

7. Whether failed, if so once/twice in the same class _____

8. Subjects studied: 1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

7. _____ 8. _____

9. Month up to which the (pupil has paid) the school dues or no dues _____

10. Any fee concession availed of: if so, the nature of such concession _____

(Treasurer's Signature)