



Transfer Certificate

TC No.

1. Name of Pupil
2. Admission No:
3. Father's Name / Guardian's Name.....
4. Mother's Name
5. Nationality
6. Whether the candidate belongs to Scheduled caste or Scheduled Tribe.....
7. Date of first admission in the school with class
8. Date of birth (in Christian era) according to Admission Register (in figures)
(In words)
9. Class in which pupil last studied (in figures)
10. Subjects studied: 1. 2. 3.
4. 5. 6. 7.
11. Whether qualified for promotion to higher class.....
If so, to which class (in figures) (in words)
12. Month upto which the pupil has paid school dues
13. Date of pupil's last attendance at school
14. Any fee concession availed of, if so the nature of such concession.....
15. Total No. of working days till date
16. Total No. of working days present
17. Sports / Extra-curricular activities in which the pupil has achieved high distinction
18. General conduct
19. Date of application for transfer certificate
20. Date of issue of transfer certificate
21. Reason for leaving the school
22. Any other remarks

Place:

Date:

School Seal:

School Head/Principal

Affiliated to CBSE, New Delhi (Affiliation No: 931311)