



DELHI PUBLIC SCHOOL TAPI

APPLICATION FOR TRANSFER / SCHOOL LEAVING CERTIFICATE

DATE:

APPLICATION NO.:

STUDENT PARTICULARS

NAME: _____

ADMISSION NO.: _____ ROLL NO.: _____ CLASS & SEC.: _____

PARENT/GUARDIAN'S NAME: _____

ADDRESS: _____

TEL. / MBL. NO.: _____ NATIONALITY: _____

REASON FOR LEAVING SCHOOL

TC/SLC APPLIED FOR BY PARENTS / LOCAL GUARDIAN (as applicable)

FATHER SIGN: _____ MOTHER SIGN: _____

LOCAL GUARDIAN'S SIGN: _____ (as applicable)

Note: Original Transfer Certificate can be collected from the school campus only after handing over both the student and parent identity cards.

FOR OFFICE USE ONLY

1. Applicant's signature verified by: _____ INITIAL: _____ Date: _____

2. Action Taken Report vis-à-vis T.C. /S.L.C / N.O.C / Marksheet etc.

ACADEMIC DEPARTMENT (To be filled by Class Teacher)

G.R. NO.		ROLL. NO.	
DATE OF BIRTH		DATE OF ADM. TO SCHOOL WITH CLASS	
TOTAL NUMBER OF WORKING DAYS		NUMBER OF DAYS PRESENT	
LAST DATE ATTENDED IN SCHOOL		WHETHER FAILED / IN WHICH CLASS?	
SUBJECTS TAUGHT			
CO-CURRICULAR ACTIVITIES			
SCHOOL/BOARD EXAM LAST TAKEN WITH RESULT		CONDUCT: <input type="checkbox"/> UNSATISFACTORY <input type="checkbox"/> GOOD <input type="checkbox"/> SATISFACTORY <input type="checkbox"/> AS PER SCHOOL EXP	
<u>NO DUES</u>	<u>REMARKS</u>	<u>NAME</u>	<u>SIGN</u>
CLASS TEACHER			
LIBRARY			
SPORTS & ACTIVITY			
LABORATORY			
TRANSPORT			
BREAKAGES / OTHER			
PARENT & STUDENT RFID-CARDS			

ACCOUNTS DEPARTMENT

Last Fee paid (Month & Year):		Date on which ECS Entry is deleted:	
Security Deposit refunded on _____ vide Cheque No. _____ dated _____ drawn on _____ Surat.			
Accounts Department Clearance:		Clearance done by:	

Principal's Approval and Signature:

Date of Issuing TC:		T.C. Number:	
T.C. Received Sign & Date:			