

**(Note- Submit Application For TC A Week In Advance)**



**APPLICATION FOR TRANSFER CERTIFICATE AND REFUND OF SECURITY DEPOSIT, TUITION FEES AND ANNUAL CHARGES**

\*Date Of Application :- \_\_\_\_\_

\*Admission No :- \_\_\_\_\_

1. Student Name :- \_\_\_\_\_

2. Class & Sec :- \_\_\_\_\_

3. Father's Rank & Name :- \_\_\_\_\_

(a) Contact No.1 :- \_\_\_\_\_ (b) Contact No.2 :- \_\_\_\_\_

4. Category (OFFR / JCO / OR / CIV) :- \_\_\_\_\_

5. Guardian / Mother's Name :- \_\_\_\_\_

6. Reason(s) For Leaving :- \_\_\_\_\_

7. Date Of Leaving :- \_\_\_\_\_

8. Bank Account No :- \_\_\_\_\_

9. Bank IFSC Code:- \_\_\_\_\_

10. Name Of Bank and Address :- \_\_\_\_\_

\_\_\_\_\_

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**(Office Use Only)**

1. Refund Amount Of Security Fees :- \_\_\_\_\_

2. Refund Amount Of Tuition Fees :- \_\_\_\_\_

3. Refund Amount Of Annual Charges :- \_\_\_\_\_

4. Total Refund Amount :- \_\_\_\_\_

\_\_\_\_\_

Signature Of Parents

\_\_\_\_\_

Signature Of Class Teacher

\_\_\_\_\_

Signature Of Principal

