



## VIBRANT SCHOOL OF EXCELLENCE - BARDOLI

DATE: \_\_\_\_\_

APPLICATION NO. \_\_\_\_\_

### APPLICATION FOR TRANSFER CERTIFICATE / SCHOOL LEAVING CERTIFICATE

#### STUDENT'S PARTICULARS

Name \_\_\_\_\_  
 Class & Sec \_\_\_\_\_ Roll No. \_\_\_\_\_ Admission No. \_\_\_\_\_  
 Mother's/Father's/Guardian's Name : \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Tel: \_\_\_\_\_

#### REASON FOR APPLICATION

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

Signature of Father \_\_\_\_\_

Signature of Mother \_\_\_\_\_

#### FOR OFFICE USE ONLY

1. T.C. Application Received by : \_\_\_\_\_ 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)

Total No. of Working days: _____		No. of Days Present: _____	
Student Conduct (To be ticked by the Class Teacher): Upto School's expectation / Not upto School's expectation			
Name of the Class Teacher: _____		Sign of Class Teacher: _____	
Signature of the Level Head: _____			
No Dues	Name	Remarks	Initial
1. Library			
2. Sci. Lab /Evs.Lab			
3. Sports			
4. Arts			
5. Music			
6. Computer			
7. Student & Parent Id cards			
8. Breakages/Any Other			

#### Accounts Department

9. Last Fee paid (Month & Year): _____	
10. Date on which ECS Entry is deleted: _____	
11. Security Deposit refunded on _____ vide Cheque No. _____ dated _____ drawn on _____ Surat.	
12. Accounts Department Clearance: _____	Clearance done by: _____
13. Principal's Approval and Signature: _____	
Date of Issuing TC: _____	T.C. Number: _____
T.C. Received Signature & Date: _____	

Date:

To,  
The Principal  
Vibrant School of Excellence

I \_\_\_\_\_ had applied for my child's withdrawal from your school. If any dues are there please adjust the same against the students bank Account.

Please Deposit the balance amount in the below mentioned Account:

1. Name of A/c Holder : \_\_\_\_\_
2. Name of Bank : \_\_\_\_\_
3. Bank A/c No : \_\_\_\_\_
4. Bank Branch Name : \_\_\_\_\_
5. Bank IFSC : \_\_\_\_\_

Thanking You.  
Yours truly,

(Signature of Parent)