



DELHI PUBLIC SCHOOL, GAYA

Under the aegis of the Delhi Public School Society, New Delhi | Affiliated to C.B.S.E., New Delhi | Affiliation No. 330530

Application for Issue of Transfer Certificate / School Leaving Certificate:

- Transfer Certificate School Leaving Certificate

Student's Particulars :

1. Name :
2. Date of Birth : Gender :
3. Class : Section : Admission No. :
4. Date of Admission : Admission taken in the Class :
5. Mother's Name :
6. Father's Name :
7. Present Address :
8. Category (if any) : 1. GENERAL 2. OBC 3. SC /ST 4. Other
9. Contact No. :
10. Fees Paid till the month of :
11. Subjects Studied : 1. 2. 3.
 (For the Classes IX – XII) 4. 5. 6.
12. Achievement in Co-scholastic / other Co-Curricular activities / Sports & Game activities :
 (Enclosed the photo-copies of the certificates.)
13. Reason for Application :
14. Please clear any/all the dues before applying for the Transfer Certificate/School Leaving Certificate .

Rs. 500/- towards issue of T.C. / SLC

Signature of the Parent :

Date of Application :

Note : Enclosed the photo-copies of the Report Card.

For Office Use only

Action taken report vis-à-vis T.C. No. (if required.)
 Last Date of Attendance : Total No. of Working Days : No. of Days Present :
 Present Class/Section : Promoted/Detained (Class/Section) :

Section	Name	Remark	Signature
a. Class Teacher	_____	_____	_____
b. Library Dues	_____	_____	_____
c. Science Lab. Dues	_____	_____	_____
d. Accounts	_____	_____	_____
e. Misc. Dues	_____	_____	_____

T.C. / S.L.C. may be issued T.C. / S.L.C. may not be issued

Date :

Authorised Signatory

PRINCIPAL