

APPLICATION FOR TRANSFER CERTIFICATE

To

The Head Mistress
Air Force School
Arjangarh

SUB: ISSUE OF TRANSFER CERTIFICATE

Dear Madam,

I wish to request that the transfer certificate of son/daughter/ward who is a student of your esteemed school may please be issued. The particulars and reasons for issuance of TC are given below:

Name:

Class:

Admission No.

Attendance

Fees Paid upto

Date of Leaving School

Reason for Leaving

Residential Address

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Yours faithfully,

Remarks by Class Teacher

Remarks by Head Mistress