Due to the prevailing lockdown situation where-in physical movement is restricted and social distancing is advised, parents, who seek to apply for Transfer Certificate are requested to download the Application Form annexed and send the duly filled in form to the school mail, unit8dav@gmail.com for necessary action at our end.

APPLICATION FOR TRANSFER CERTIFICATE

To

The Principal
DAV Public School
Unit-VIII, Bhubaneswar

Madam,

We may please be issued with the Transfer Certificate (TC) in favour of our child/ward.
We have cleared the dues till the Month of _____ Year _____.
The necessary particulars are given below:

(A) Name _____ Class _____ Sec____ School No. _____

Admission No. And Year _____ Date of leaving school _____

Reason of leaving _____

(B) Present Address _____

_____ Contact No. _____

Corresponding Address in future, if necessary _____

_____

(C) Subject Studied: (Main subjects only)

1. _____ 4. _____
2. _____ 5. _____
3. _____ 6. _____

(D) Extra Curricular Activity _____
(If taken part in)
(NCC/Scouts/Guides/Games/Sports etc.)

(E) Refundable Students' Security Amount ₹_____
paid at the time of admission.

Bank details for Transfer of Security Amount

A/C No. & _____
Bank _____
Account Holder's Name _____
NEFT/IFSC Code _____

(F) E-mail Id for future correspondence: _____

Yours faithfully

Full Signature of
Mother:-

Date:

Place:

Father:-