

# B G S National Public School

Hulimavu, Bengaluru – 76

## Application for Transfer Certificate

(This request should reach the office 5 days in advance)

To,  
The Principal  
BGS National Public School  
Hulimavu, Bengaluru-76.

Sir,  
Kindly issue the Transfer Certificate of my ward whose particulars are furnished below.

Admission No : .....  
Name of the Student : .....  
Class : .....  
Nationality : .....  
Subject Taken : 1.....2.....3.....  
4.....5.....6.....

Particulars of fees paid : .....  
Reason for the withdrawal: .....  
Name of the school where admission is sought : .....

I hereby declare that all dues have been cleared.  
My address is given below.  
Name & address: .....  
.....  
.....  
E mail : .....  
Phone No : .....  
Dated: .....

Signature of the Parents

Class Teacher:- Total number of attendance :.....  
All records have been handed over to the Students / Parents.  
Name of the Class Teacher: ..... Signature of the Class Teacher :.....  
No due Certificate from Librarian: .....  
Fees Particulars:.....

Remarks by the Principal

### Office use only

T C No.: ..... Date: .....