

APPLICATION FOR TRANSFER CERTIFICATE

From

Date:

To

The Principal
Fathima CSS School,
5 Police Lane,
Saidapet,
Chennai – 15.

Respected Madam,

Kindly issue Transfer Certificate for my child.

1. Name of the Student :
2. Class :
3. Date of Birth :
4. Father's Name :
5. Religion :
6. Caste & Sub caste :
7. Contact Number :
8. Reason for leaving :
9. Name of the School to
which the student is going to

Thanking you

Yours' Faithfully

Note: Kindly furnish the above details without any mistakes.