

From

.....

Mobile No :

To,
The Principal
AFGJI, Subroto Park
New Delhi - 110010

APPLICATION FOR ISSUE OF TC
FOR SENIOR WING

1. Please issue Transfer Certificate in respect of my ward
class section as (specify reason for TC)
..... TC is required on

Yours faithfully,

Date :

(Signature of Parent)

CLEARANCE

Class Teacher		Attendance of Child	/
Library i/c		Comp. Sc. i/c	
Music i/c		Sports i/c	
Physics Lab i/c		Dance i/c	
Biology Lab i/c		Chemistry Lab i/c	
EG Lab i/c		Home Sc. Lab i/c	
NCC i/c		Fine Arts Lab i/c	
VP		EDP Cell i/c	
Bus i/c			
Fee i/c			
Accountant			

For Office use :

TC No.		Date of TC issued	
Office Supdt.			

Date :

Principal