



SWAMI VIVEKANANDA ACADEMYSM

"Shyam Bhawan" Mehrotra Farm, R.J. Puram, Bhind Road
Gwalior (M.P.) Pin Code No.: 474005

Application Form For Obtaining Transfer Certificate

1. Student's Name
2. Mother's Name
3. Father's Name
4. Admission No..... Year
5. Category (SC, ST, OBC, GEN) Nationality
6. Date of Birth
- (As record on the admission form)
7. Class in which admitted in Swami Vivekananda Academy
8. From which school
9. Class in which studying now
10. Subject 1. Compulsory
2. Optional
11. Class Passed / Failed
- (Please attached the photocopy of mark sheet)
12. Fees paid Up to
- (Please attached the photocopy of fees slip) Quarter
13. Reason for Leaving
14. Class attended in present session :- March, April, July, August – (20 ____)
15. (FOR OFFICE USE ONLY) 1. Teacher's Name
2. Child's attendance 3. Dues any: Sig. A/c Sec
4. Date & Time (T.C. to issue)

Date: -

Signature of Parent

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1. T.C. will issued in 10 days from the date of submission of this application
 2. T.C. charges Rs. 100/-
 3. Duplicate T.C. will be issued on the submission of an affidavit sworn to the effect of the loss of the Original T.C.
Duplicate T.C. charges Rs. 200/-
 4. The Parent's, Students should collect their T.C. between 12:30 to 01:30 pm.