

TRANSFER CERTIFICATE

SCHOOL DETAILS:

School Name: [Your School Name Here]

Address: [School Address, City, State, Zip Code]

Contact No: [School Phone Number]

Email: [School Email Address]

Affiliation No: [Affiliation Number, if applicable]

STUDENT INFORMATION:

1. Name of Pupil: [Full Name of Student]

2. Father's Name: [Father's Full Name]

3. Mother's Name: [Mother's Full Name]

4. Date of Birth (in figures): [DD/MM/YYYY]

5. Date of Birth (in words): [Date in words]

6. Admission No.: [Student Admission Number]

7. Class in which the pupil last studied: [Class, e.g., X, XII]

8. Date of leaving the school: [DD/MM/YYYY]

9. Reason for leaving: [e.g., Parent's transfer, Higher studies, Personal reasons]

10. General conduct: [e.g., Good, Satisfactory]

11. Any other remarks: [Optional remarks, e.g., Participated in extracurricular activities]

Certified that the above information is correct as per the School Records.

Date: [DD/MM/YYYY]

Signature of Principal/Headmaster

(With Seal)