

FORM OF APPLICATION FOR TRANSFER CERTIFICATE

1. Name of student (in block letters) :
2. Date of birth :
3. Class and group studied (with year)
4. Admission No. :
5. Examination appeared through the college and Register No. with the year :
6. Whether full fee concession is enjoyed (availing E Grants) :
I Year -Yes / No
II Year - Yes / No
III Year - Yes / No
7. Whether any scholarship or any other Financial assistance is received, if so, state the nature and source of such assistance :
8. Date of leaving the college :
9. Reason for leaving :

Place :

Date : Signature of applicant

Recommendation of the tutor with remarks about conduct.

Signature of Tutor / HOD

Dues Report

1. Fees :
2. Library :
3. Department :
4. NSS/NCC :
5. Physical Education :

Orders from Principal

Principal

APPLICATION FOR REFUND OF CAUTION DEPOSIT

1. Name of student (in block letters) :
2. Class and Programme/Subject :
3. Admission No
4. Year of study in the college :
5. Amount of Caution Deposit to be refunded :
6. No. & date of receipt received in token
of having made the deposit :
7. Whether TC has already been issued, if
so, TC No & date :
8. Permanent Address (with phone number) :

Bank Details

1. Account No :
2. IFSC Code :
- Bank Name :
- Branch Name

(* Attach photocopy of Bank pass book)

Signature of applicant

Place :

Date :

Orders from Principal

Principal