



LITTLE STAR

Kanchanpur Hazaribagh Jharkhand India. 825319

Run and Managed by SAKSHAM

An English Medium School Based on CCE Pattern Under CBSE

Email: littlestarhazaribag@gmail.com www.littlestarhzb.in

Application for Issue of Transfer Certificate / School Leaving Certificate

Transfer Certificate

School Leaving Certificate

Student's Information :

1. Name :
2. Date of Birth : Gender :
3. Class : Section : Admission No. :
4. Date of Admission : Admission taken in the Class :
5. Mother's Name :
6. Father's Name :
7. Present Address :
8. Category (if any) : 1. SC 2. ST 3. OBC 4. Other
9. Contact No. :
10. Fees Paid till the month of :
11. Subjects Studies : 1. 2. 3. 4.
(For the Classes IX – XII) 4. 5. 6. 7.
12. Achievement in Co-scholastic / other Co-Curricular activities / Sports & Game activities :
(Enclosed the photo-copies of the certificates.)
13. Reason for Application :
14. Please adjust any fee / fine that stands in my ward's name against the security deposit. Balance, if any, may be refunded to me through Cheque/D.D./through self-addressed envelope attached. Name in whose favour cheque is to be made : (in BLOCK letter)
Rs. 150/- towards issue of T.C. / SLC

Signature of the Student

Signature of the Parent

For Office Use only

Action taken report T.C. No. (if required.)

Last Date of Attendance : Total No. of Working Days :

Section	Name	Remark	Authorised Signatory Signature
a. Class Teacher			
b. Library Dues		Accession No. : Title / Price :	
c. House Warden			
d. Physical Education			
e. Science Lab. Dues			
f. Accounts			
g. Misc. Dues			
<input type="checkbox"/> T.C. / <input type="checkbox"/> S.L.C. may be issued			
<input type="checkbox"/> T.C. / <input type="checkbox"/> S.L.C. may not be issued		Date :	PRINCIPAL