



ESTD - 2002

Affiliation No - 330522 / School No - 65515

Under the Aegis of Kousaliya Sewa Sadan Supaul

KOSHI PUBLIC SCHOOL

Vishal Nagar, Tharbitia, Shivpuri (Maladh), Kishanpur, Supaul, Bihar

Help Line **7782978601**
9576975775 **7782978601****www.koshipublicschool.com**
contact@koshipublicschool.com**Application for Issuance of Transfer Certificate (TC)**

Date: ____ / ____ / ____

Student Details

Student Name: _____

Admission No.: _____

Class & Section: _____

Request Details

Father's / Guardian's Name: _____

Reason for Leaving School:

Name of New School (if applicable): _____

Parent / Guardian Details

Name: _____

Mobile Number: _____

Email ID: _____

Declaration

I hereby request the issuance of a Transfer Certificate for my ward. I confirm that all dues, if any, will be cleared as per school rules. I also understand that the Transfer Certificate will be issued within 3 working days from the date of application, after completion of due verification.

Signature of Parent/Guardian: _____

Date: ____ / ____ / ____

Office Use Only

All Dues Cleared: Yes No

TC No.: _____

Application Received On: ____ / ____ / ____

TC Issuance Date (within 3 working days): ____ / ____ / ____

Authorized Signatory: _____

Remarks: