

STUDENT SPEA NO:

APPLICATION FORM FOR THE TRANSFER CERTIFICATE

Date: ___/___/___

To

The Principal

Radiant Indian School for Girls & Boys- Sharjah

Dear Madam,

I humbly request you to issue the **Transfer Certificate / Leaving Certificate** of my son / daughter is studying in your school.

- Name of Student: _____
- Student Emirates ID Number (**Compulsory**): _____
- Class: _____ Division: _____ Admission No: _____
- Last date of attendance: _____ Joining Date: _____
- Academic Years Attended at the School: _____

(Please tick the appropriate box):

- School in Sharjah (Mention the school Name). _____
- School in another Emirate: _____
- School outside UAE: _____

Reason for Leaving: _____

Parent Name: _____

Mobile Number: _____ Email: _____

FOR OFFICE USE ONLY

- All school dues are cleared: Yes No _____

TC Fees Paid _____ Dhs. Date: ___/___/___

Cashier /account signature: _____

Principal Signature: _____