



# DOON VALLEY PUBLIC SCHOOL

Affiliated to C.B.S.E., New Delhi vide Affiliation No. 630080, School Code 23008

**PEERSTHAN, NALAGARH, Distt. Solan -174101 (Himachal Pradesh) INDIA**

Website: [www.dvpsnalagarh.com](http://www.dvpsnalagarh.com), E-mail: [dvps@dvpsnalagarh.com](mailto:dvps@dvpsnalagarh.com)

## SAMPLE TRANSFER CERTIFICATE

Book No \_\_\_\_

S.No. \_\_\_\_

Admission No \_\_\_\_

1. Name of the Pupil: \_\_\_\_
2. Mother's Name: \_\_\_\_
3. Father's/Guardian's Name: \_\_\_\_
4. Nationality: \_\_\_\_
5. Whether the candidate belongs to Schedule Caste/Schedule Tribe/OBC: \_\_\_\_
6. Date of first admission in the School with class: \_\_\_\_
7. Date of Birth (in Christian Era) according to Admission & Withdrawal Register  
(in figures): (in words): \_\_\_\_
8. Class in which the pupil last studied (in figures) (in words)
9. School/Board Annual Examination last taken with Result: \_\_\_\_
10. Whether failed, if so once/twice in the same class: \_\_\_\_
11. Subjects Studied : 1. \_\_\_\_ 2. \_\_\_\_ 3. \_\_\_\_  
4. \_\_\_\_ 5. \_\_\_\_ 6. \_\_\_\_
12. Whether qualified for promotion to the higher class:  
If so, to which class (in fig.)\_\_\_\_(in words)\_\_\_\_
13. Month upto which the pupil has paid school dues: \_\_\_\_
14. Any fee concession availed of: If so, the nature of such concession:
15. Total No. of working days: \_\_\_\_
16. No. of days the pupil attended: \_\_\_\_
17. Whether NCC Cadet/Boy Scout/Girl Guide (details may be given): \_\_\_\_
18. Games played or extra curricular activities in which the pupil usually took part  
(mention achievement level therein): \_\_\_\_
19. General Conduct: \_\_\_\_
20. Date of application for certificate: \_\_\_\_
21. Date of issue of certificate: \_\_\_\_
22. Reasons for leaving the school: \_\_\_\_
23. Any other remarks: \_\_\_\_

Class Teacher's  
Signature

Checked by  
(State full name & designation)

Principal's  
Signature & Seal