

**ST. GREGORIOS SCHOOL, DWARKA**

**APPLICATION FOR TRANSFER CERTIFICATE / SECURITY DEPOSIT REFUND**

S.No. SGS/TC : \_\_\_\_\_

Date: \_\_\_\_\_

- 1) Name of the Pupil : \_\_\_\_\_ Admn. No. : \_\_\_\_\_
- 2) Mother's Name : \_\_\_\_\_ (M) \_\_\_\_\_
- 3) Father's Name : \_\_\_\_\_ (M) \_\_\_\_\_
- 4) Date of Birth : \_\_\_\_\_ Nationality: \_\_\_\_\_
- 5) Whether the candidate belongs to Schedule Caste or Schedule Tribe or OBC : \_\_\_\_\_
- 6) School / Board Annual Examination last taken with result : \_\_\_\_\_
- 7) Whether failed, if so once / twice in the same class : \_\_\_\_\_
- 8) Subjects studied 1, \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_  
5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_
- 9) Whether qualified for promotion to the higher class : \_\_\_\_\_ if so, to which class : \_\_\_\_\_
- 10) Games played or extra-curricular activities in which the pupil usually took part (mention achievement level ther(in): \_\_\_\_\_
- 11) Whether NCC cadet / Girl Guide (details may be given : \_\_\_\_\_
- 12) Reason for leaving the school : \_\_\_\_\_
- 13) Any other remarks : \_\_\_\_\_

Parent's Sign: \_\_\_\_\_

Office Use

- 1) Month upto which the pupil has paid school dues : \_\_\_\_\_
- 2) Any fee concession availed of, if so, the nature of such concession: \_\_\_\_\_
- 3) Date of first admission in the School with Class : \_\_\_\_\_
- 4) Class in which the pupil last studied : \_\_\_\_\_
- 5) Conduct : \_\_\_\_\_
- 6) Total number of working days in the academic session : \_\_\_\_\_
- 7) Total number of working days pupil present in the school : \_\_\_\_\_
- 8) Date of issue of certificate : \_\_\_\_\_

Verified By \_\_\_\_\_

Prepared By \_\_\_\_\_

Principal \_\_\_\_\_

Security Refund Rs. \_\_\_\_\_ Vide Cash / Cheque No. \_\_\_\_\_ dated \_\_\_\_\_

Chairman \_\_\_\_\_

Treasurer \_\_\_\_\_

Accountant \_\_\_\_\_

# St. Gregorios School

Gregorios Nagar, Sector-11, Dwarka, New Delhi-110075

## STUDENT'S SECURITY DEPOSIT REFUND APPLICATION FORM

*(for online transfer)*

Academic Year : \_\_\_\_\_  
Student's Name : \_\_\_\_\_  
Class & Division : \_\_\_\_\_  
Admission Number : \_\_\_\_\_  
Parent's Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### BANK ACCOUNT DETAILS

Parent's Name : \_\_\_\_\_  
*(As per Bank Records)*  
Account Number : \_\_\_\_\_  
Confirm Account number : \_\_\_\_\_  
Bank Name : \_\_\_\_\_  
Branch : \_\_\_\_\_  
IFSC (11 digits) : \_\_\_\_\_  
Amount (in figures) : \_\_\_\_\_  
Amount (in words) : \_\_\_\_\_  
\_\_\_\_\_

Signature of the Applicant  
(With date)

Verified By:  
Fee Department

Approved By:  
Principal

Accountant

Treasurer

Chairman