

Transfer Certificate

Ref No: _____

Date: _____ / _____ / _____

To Whom It May Concern,

This is to certify that **Master/Miss** _____, son/daughter of **Mr.** _____, was a bonafide student of _____ **School**, studying in Class _____ during the academic year _____ to _____.

The student has applied for a Transfer Certificate as the family is relocating to _____.

The conduct of the student has been **good** throughout their tenure at our institution.

All dues to the school have been paid in full. This certificate is being issued upon request for the purpose of seeking admission in another school.

We wish the student all the best for future endeavors.

Principal/Headmaster

_____ (Signature) Date: _____ / _____ / _____