

NEW HORIZON SCHOOL

North of Humayun's Tomb, Mathura Road, Hazrat Nizamuddin, New Delhi – 110 013

Phone Nos: 995353 6765 & 98116 26253

Web Site: www.nhsdelhi.com E-Mail: nhsschoolorg@yahoo.com

TRANSFER CERTIFICATE FORM

The Principal
New Horizon School
Hazrat Nizamuddin, New Delhi – 110013

Respected Madam,

Due to the reasons mentioned hereunder, please issue the Transfer Certificate of my ward.

The brief particulars are given below:-

Admission No.: _____

Name of the Candidate : _____
(In Block Letters)

Class & Section : _____

Father's Name : _____

Mother's Name : _____

Guardian's Name : _____

Complete Address : _____

Contact No.: _____

Year of Leaving School : _____

Reasons of Withdrawals:-

Passed out Class XII	Change of Residence	Better Opportunity elsewhere	Financial Problems	Any other reason (Please Specify)

I want to **LEAVE THE SECURITY** deposit with the school as my contribution for the betterment of the School.

OR

The refund of Security * be made in the name of _____ who is the Father / Mother of the ward.

Date: _____

Signature of Father/Mother

Please note that the cheque of refund of security shall be issued after one month from the date of receipt of the application.

For Office Use Only Clearance Form

Computer Lab : _____
Science Lab : _____
Library : _____
Sports : _____
Accounts Office : _____

Date when last attended the class: (To be filled by the Class Teacher) ____/____/____

Transfer Certificate No. : _____ Date : _____

Cheque No. : _____ Date : _____

Principal : _____ Manager : _____