



**BRINDAVAN VIDYALAYA ICSE SCHOOL,  
Kallanai Road, Chennai Bye-Pass,  
T.V. Kovil, Trichy – 620 005.**

**STUDENT WITHDRAWAL FORM**

**For School's Use :**

Academic year : \_\_\_\_\_ / \_\_\_\_\_

**DOWNLOADED FORM**

Name of Student : \_\_\_\_\_

Form Issue Date: \_\_\_\_\_

Transfer Certificate No.: \_\_\_\_\_

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

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

T.C. Issued Date: \_\_\_\_\_

**To be filled in by parent:**

Admission Number

Name of Student : \_\_\_\_\_ Class studying : \_\_\_\_\_

To: ***The Principal,***

I hereby would like to apply for a transfer certificate for my above mentioned child/ward pursuing his / her studies in your school. He / She will be attending classes until \_\_\_\_\_ during this academic year. We will hand over all school property to the school well before the last day of attendance of our child and also clear all the dues pending to the school, if any. Kindly issue the transfer certificate of my child / ward at the earliest; I will pay the transfer certificate cost of Rs.500/- to the school on receipt of the same.

Thanking you,

Yours faithfully,

**Signature of Father/Guardian**

**Signature of Mother/Guardian**