



# DELHI PUBLIC SCHOOL - GANDHINAGAR

## APPLICATION FOR SCHOOL LEAVING CERTIFICATE

No. :

Date :

● **Student's Particulars**

1. Name : \_\_\_\_\_ Admission No.
2. Class & Sec : \_\_\_\_\_ D.O.B
3. Father's Name : \_\_\_\_\_
4. Mother's Name : \_\_\_\_\_
5. Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Phone No. \_\_\_\_\_

● **Reason for TC/Leaving School (Mandatory):** \_\_\_\_\_

Provide your bank Details (Mandatory) (to which credit will be made electronically, in case of fee adjustment by School)

Bank A/C No. \_\_\_\_\_ Bank Name : \_\_\_\_\_  
 Branch \_\_\_\_\_ IFSC Code of bank \_\_\_\_\_  
 A/C Holder's Name : \_\_\_\_\_

● **Details from class Teacher/HM/AC.**

Signature of parents

1. Attendance : \_\_\_\_\_ (Total working days) : \_\_\_\_\_ (Present)

2.	3rd Language (V-VIII)	2nd Language (IX-X)	Optional Subject (XI-XII)

3. Whether passed previous class or detained :

4. Any special Achievement / Remark : \_\_\_\_\_

● **For Office Use Only :**

1. Whether dues are cleared :

SR.NO.	SECTION	NAME	REMARKS	SIGNATURE
1.	Class Teacher			
2.	Library			
3.	Sci. Lab			
4.	Sports Dept.			
5.	Art / Craft Dept.			
6.	Music Dept.			
7.	Computer Lab.			
8.	Transport Sec.			
9.	Accounts Sec.			
10.	Any Other			

3. T. C. May be Issued :  Yes  No

4. T. C. Issued on \_\_\_\_\_ T.C No. \_\_\_\_\_

5. Security Deposit refunded on \_\_\_\_\_ Vide Cheque No. / UTR No. \_\_\_\_\_  
 Dated \_\_\_\_\_ Drawn on \_\_\_\_\_ Gandhinagar

Accounts Manager Signature

Principal's Signature

**RECEIPT OF APPLICATION FOR SCHOOL LEAVING CERTIFICATE**

No. : \_\_\_\_\_ Date :

Parent's Name : \_\_\_\_\_

Contact No.: \_\_\_\_\_

Student's Name : \_\_\_\_\_

Class & Section : \_\_\_\_\_

Admission No. : \_\_\_\_\_

**Note :-** School Leaving Certificate will be issued after 15 working days.