



المدرسة الهندية - العين

INDIAN SCHOOL - AL AIN

Tel: +971 3 7678915 هاتف: +971 3 7678915
PO Box No: 16062 رقم صندوق البريد: 16062

REQUEST FOR TRANSFER CERTIFICATE/ طلب شهادة نقل

Academic Year: _____

Admission No: _____ P. Code: _____ Mobile No: _____

To
The Principal
Indian School, Al Ain

TRANSPORT (✓)	
SCHOOL	PRIVATE

Dear Madam,

Kindly issue me the Transfer Certificate for my son/daughter _____

of Class _____ I am transferring my ward from your school to

- _____ in Al Ain, Abu Dhabi Zone
- _____ Emirate of U.A. E
- If out of UAE Name of the Country _____

Last date of attendance: _____

Reason for leaving: _____

Yours faithfully,

Name of the Parent: _____ Signature and Date _____

For Office Use only

Departmental Clearance	Remarks	Sign & Date
Accounts:	Tuition fee paid till _____ Ref No: _____	
Class Teacher:	Last attendance: _____ Total attendance out _____ / _____	
Library Due:	Cleared / Due	
Transport:		
Registrar :	eSIS No: _____	
Section Heads		
Principal		

Received the original TC : Name & Sign _____ Date: _____