

## APPENDIX I

### APPLICATION FOR TRANSFER CERTIFICATE AND CONDUCT CERTIFICATE

Submitted to the Principal for favour of issue of Transfer Certificate and Conduct Certificate.

1. Name of students :
2. Date of Birth :
3. Admission Number :
4. Roll Number :
5. Class with Years of study :
6. Subjects or Portions studied :
7. Register Number and year of University  
Examination to which appeared :
8. Whether all dues to the College have  
been cleared :
9. Reasons for leaving :
10. Signature :
11. Date :
12. Dues if any:-
  - Fees :
  - Library :
  - Department of Physical Education :
  - N.S.S :
  - N.C.C :
13. Character & Conduct (To be given by the Group Tutor) :
14. Recommendation of the Group Tutor :
15. Recommendations of the Head of the Department :
16. Order of the Principal :