FORMAT FOR REQUEST FOR TRANSFER

(As per G.O9 (Rt) No.654/03/H. dn. dated 12.05.2003)

1. Name of Applicant :
2. Year of Admission :
3. Branch study in the first year class :
4. Index Mark :
5. Institution to which transfer is required :
6. Reason for request for transfer :
7. Date of application for transfer to the principal

Where the applicant is studying :

1. Signature of applicant :
2. Signature of parent/guardian :
3. Whether she/he has attended previous

Examinations, if so give Reg. No. :

1. Remark of Principal of the institution where the

student undergoing the course :

office seal Signature of the Principal with date

1. Remark of Principal of the Institution to

which transfer is required :

office seal Signature of the Principal with date