



NOTRE DAME ACADEMY
NTPC P.O. Barh, Patna Dt. Bihar – 803 215
Ph.No. 06132 – 240070/9470434291

Website – www.notredamebarh.co.in

E-mail – info.ndabarh@gmail.com

Application for Transfer Certificate / Character Certificate / Bonafide Certificate /
Fee Certificate / CEA Certificate / Other Certificate

Date of Application ____ / ____ / ____

Admission No _____ Admitted Class _____ Date of Admission _____ PEN _____

Name of Student _____ Class ____ Sec ____ Session _____

Father's Name _____ Mother's Name _____

Caste Category : GEN / OBC / SC / ST Mobile No _____

Date of Birth of student ____ / ____ / ____ (as per school records)

Reason for leaving the School _____

NOTE:

1. TRANSFER CERTIFICATE WILL BE ISSUED AFTER SEVEN WORKING DAYS FROM THE DATE OF

APPLICATION / OTHER CERTIFICATE WILL BE ISSUED AFTER TWO WORKING DAYS.

2. Before applying for Transfer /Character /Bonafide/CEA/Fee Certificate, the applicant must pay the fee online

through school website. (स्थानांतरण / चरित्र / वास्तविकता / सीईए / शुल्क प्रमाण पत्र के लिए आवेदन करने से पहले, आवेदक को स्कूल की वेबसाइट के ज़रिए ऑनलाइन फीस का भुगतान करना होगा।)

3. Xth Board passed candidates must enclose a copy of admit card for Secondary (Xth) Examination.

4. Students/Parents Who come to collect the issued Transfer/Character/Bonafide/CEA/Fee Certificate must bring the Student ID Card or Admit Card for verification before the certificate is handed over. (जारी किए गए स्थानांतरण/चरित्र/बोनाफाइड/सीईए/शुल्क प्रमाण-पत्र प्राप्त करने हेतु आने वाले विद्यार्थी/अभिभावक को सत्यापन के लिए छात्र पहचान-पत्र अथवा प्रवेश-पत्र साथ लाना अनिवार्य है।)

.....
Signature of the applicant

.....
Signature of the Principal

FOR OFFICE USE ONLY

Class Teacher

Total No of working days _____ Total No of attendance of the Student _____

General Conduct _____ Promoted / Same Class

Phy. Edu. Teacher

Games played of extra curricular activities in which the pupil took part : _____

Clearance from:-

Library In charge : Book Due No Due Signature _____

Fee In charge : _____

Transfer Certificate issued vide : T.C No _____ Dated ____ / ____ / 20____ Issued by _____

Signature of Receiver : _____ Date ____ / ____ / 20____ Relation _____