



APPLICATION FOR TRANSFER CERTIFICATE

Date : __/__/20

To
The Principal,
Dayanand College of Commerce,
Latur.

Subject: Application to issue Transfer Certificate...

Respected Sir,

I am a _____ year student at your institute passed/ failed _____ course in the academic year _____.

I have completed no dues formality and attached Marks Memo herewith.

Following are my personal details-

Name : _____

Course : _____ Class : _____ Div. : _____

Roll No. : _____ ID No. : _____ Mob. No. : _____

I request you to consider my application and issue the *Transfer Certificate* at your earliest convenience.

Thanking you,

Yours Sincerely,

Full Name : _____

Signature : _____

Principal/ HOD

No dues of -

Library	Scholarship	Cashier