

FORM OF APPLICATION FOR SCHOOL LEAVING CERTIFICATE

To
 The Principal
 Air Force School,
 Agra. _____ Date _____
 Dear Madam,

Kindly issue me the School Leaving Certificate for my daughter/son. The necessary details are given below:

Admission No _____
 First Name _____ Surname _____
 Father's Name _____
 Mother's Name _____
 Class in which studying and section _____
 Date of leaving the school _____
 Reason for leaving _____
 Present Address _____

- Signature of Parents/Guardians _____
1. Notice is to be given before the withdrawal of the pupil or one month's fee to be paid in lieu of notice.
 2. No School Leaving Certificate is given until all dues to the School have been paid in full. (Clearance Form to be filled & duly signed).

CLEARANCE

IC SUPW _____ IC CHM/LAB _____
 IC Library _____ IC PHY/LAB _____
 IC Games _____ IC BIO/LAB _____
 IC NCC _____
 Class Teacher _____ Accountant _____

(FOR OFFICE USE ONLY)

Adm No. _____
 Class _____
 Page No. _____
 Session _____ 20____

APPLICATION CUM PAYMENT VOUCHER FOR REFUND OF CAUTION MONEY

1. I (Name as per bank account) _____
 F/o / M/o / Master/Miss _____
 Class _____ section _____ has
 paid Rs. _____ as caution money vide
 receipt No. _____ dated _____ Now I am leaving
 the school and have applied for T.C.
 2. I therefore, request that Caution Money may please be refunded
 to me. My bank details are as follows :
 Bank Name _____
 A/c No. _____ (M) : _____
 IFSC Code No. _____

Dated : _____ Signature of the Applicant _____

Remarks of TC Clerk _____ Remarks of Accountant _____

APPROVED / NOT APPROVED

PRINCIPAL'S
 Signature _____
 Executive Dir.
 AF SCHOOL,
 Agra

Received Rs. _____ vide Cheque No. _____ /NEFT
 dated _____

DATED : _____ 201____
 SIGNATURE
 of Receiver

(FOR OFFICE USE ONLY)

Adm No.

Class

Page No.

Session20.....

APPLICATION CUM PAYMENT VOUCHER FOR REFUND OF CAUTION MONEY

1. I (Name as per bank account)

F/o / M/o / Master/Miss

Class section has

paid Rs. as caution money vide

receipt No. dated Now I am leaving

the school and have applied for T.C.

2. I therefore, request that Caution Money may please be refunded to me. My bank details are as follows :

Bank Name

A/c No. (M) :

IFSC Code No.

Dated :

Signature of the Applicant

Remarks of TC Clerk

Remarks of Accountant

APPROVED / NOT APPROVED

PRINCIPAL'S
Signature

Executive Dir.
AF SCHOOL,
Agra

Received Rs vide Cheque No. /NEFT
dated

DATED : 201

SIGNATURE
of Reciever