



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

Website – [www.notredamebarh.co.in](http://www.notredamebarh.co.in)

E-mail – [info.ndabarh@gmail.com](mailto:info.ndabarh@gmail.com)

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

Date of Application \_\_\_\_/\_\_\_\_/\_\_\_\_

Admission No \_\_\_\_\_ Admitted Class \_\_\_\_\_ Date of Admission \_\_\_\_\_

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/Fee Certificate, the applicant must pay the fee online through school website. ( स्थानांतरण/चरित्र/वास्तविकता/शुल्क प्रमाण पत्र के लिए आवेदन करने से पहले, आवेदक को स्कूल की वेबसाइट के माध्यम से ऑनलाइन शुल्क का भुगतान करना होगा )
3. Xth Board passed candidates must enclose a copy of admit card for Secondary (Xth) Examination.

.....  
Signature of the applicant

.....  
Signature of the Principal / Headmistress

**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 \_\_\_\_\_