



S.No.

57792

APPENDIX - 16 ( Rules 99. Chapter III)

ORIGINAL

**FORM OF TRANSFER CERTIFICATE**

1. Transfer Certificate No. _____	Admission No. _____
a. Name of the School, Place and District	:
b. Highest Class in the School	:
c. If Non Government, Class upto which recognised No. & date of recognition orders.	:
2. Name of the Pupil	:
3. Name of the Mother	:
4. Child ID	:
5. Aadhar Card No.	:
6. Name of the Parent or Guardian	:
7. Nationality and Religion	:
8. Whether the candidate belongs to Scheduled caste, Scheduled Tribe or Vinuktha Jathis or other socially and educationally Back-ward Classes specified in the Andhra Pradesh Educational Rules or is he a has convert from the Scheduled Castes or the Scheduled Tribes. If so, the particulars thereof. Admission Register.	:
9. Date of Birth (in words) as entered in the Admission Register	:
10. a. Class in which the pupil was reading at the time of leaving (in words)	:
b. First Language	:
c. Second Language	:
d. Optional Subjects	:
11. Mother Tongue _____ Medium of instruction :	:
12. Date of admission to that Class (The year to be entered in words)	:
13. Class and year in which the pupil was first admitted into the school	:
14. Whether qualified for promotion to a Higher class (in the case of Pupil presented for the S.S.L.C/ H.SC. or S.S.C. whether the pupil has been declared eligible for college course of study or passed or not, has to be stated.)	:
15. Whether the pupil has paid all the fees due to the school	:
a. Whether the pupil was in receipt of any scholarship (Nature of the scholarship to be specified) :	:
16. Whether the pupil was in receipt of any concession (Nature of concession to be specified)	:
17. Whether the pupil has undergone medical inspection during the year - First or repeat (to be specified) :	:
18. Personal Marks of Identification	:
i. _____	:
ii. _____	:
19. Date on which the pupil actually left the school	:
20. Date on which application for Transfer certificate was made on behalf on pupil by his/her parent or Guardian :	:
21. Date of the Transfer Certificate	:
22. CONDUCT	:
23. Attendance in the class of leaving, Number of days present	:
Total number of working days	:
24. Signature of the Head of the School with stamp	:





S. No.

77965

ORIGINAL

Admn. No.

# రికార్డు షీటు

## RECORD SHEET

1. (a) Name of the School : \_\_\_\_\_  
పాఠశాల పేరు, చిరునామా
- (b) School UDISE Code : \_\_\_\_\_  
పాఠశాల UDISE సంఖ్య
- (c) Management of the School : \_\_\_\_\_  
పాఠశాల యాజమాన్యం
- (d) School Recognition Order Number and Date : \_\_\_\_\_  
పాఠశాల గుర్తింపు సంఖ్య, తేది
2. (a) Name of the Pupil capital in letters (surname first): \_\_\_\_\_  
విద్యార్థి పూర్తి పేరు (ఇంటి పేరుతో సహా)
- (b) Aadhaar Number ఆధార్ సంఖ్య : \_\_\_\_\_
- (c) Name of the Mother తల్లి పేరు : \_\_\_\_\_
- (d) Name of the Father తండ్రి పేరు : \_\_\_\_\_
- (e) Name of the Guardian, if parents not alive : \_\_\_\_\_  
తల్లిదండ్రులు లేని యెడల సంరక్షకుని పేరు
- (f) Address చిరునామా : \_\_\_\_\_
- (g) Nationality - Religion - Caste జాతీయత - మతము - కులము : \_\_\_\_\_
- (h) Date of Birth (in words) పుట్టిన తేది అక్షరములలో : \_\_\_\_\_
- (i) Personal Marks of Identification గుర్తింపు చిహ్నములు
1. \_\_\_\_\_
2. \_\_\_\_\_
3. (a) Class and year in which the pupil was first admitted into this school : \_\_\_\_\_  
విద్యార్థి మొదటగా చేరిన తరగతి, సంవత్సరం
- (b) Mother tongue - Medium of Instruction : \_\_\_\_\_  
మాతృభాష - బోధనా మాధ్యమము
- (c) Class studying at the time of leaving the school : \_\_\_\_\_  
పాఠశాలను వదిలి వెళ్ళునప్పుడు చదువుతున్న తరగతి
- (d) Date on which pupil left the school : \_\_\_\_\_  
విద్యార్థి పాఠశాలను వదిలిన తేది

(e) విద్యార్థి ప్రతిభ Student Achievement	Class - I	Class - II	Class - III	Class - IV	Class - V
సామర్థ్యముల గ్రేడు Aggregate Grade					
పాఠశాల పని దినములు Working Days					
హాజరైన దినములు Days of Attendance					

4. Date of Application for Record Sheet : \_\_\_\_\_  
రికార్డు షీటు కొరకు దరఖాస్తు చేసిన తేది

Date :

Signature of Head of the School with seal

Note: In case the pupil is leaving the District, Mandal Educational Officer concerned or if leaving the State of Andhra Pradesh, Deputy Educational Officer concerned should counter sign the Certificate.