

To,

The Principal
Assam Rifles Public School, Wokha
Dist – Wokha, Nagaland
PIN - 797111

Sub : **ISSUE OF TRANSFER CERTIFICATE AND RELEASE OF SECURITY MONEY**

Dear Sir/ Madam,

I Mr/ Mrs.....an inhabitant of
.....beg to state that my son/ daughter..... was
studying in classand passed / detained in class.....in your
school. I wish to withdraw him/ her from your school due to
.....and also request to release the security money
Rs.....only deposited by me during admission of my child.

Thanking you in anticipation,

Yours faithfully

Dated : _____ Feb 2021

OFFICE USE

Does the student belongs to SC/ST : _____

Admission No with date : _____

Fees paid up to : _____

Date of birth : _____

RC No with date _____ PC No with date _____

TC No : _____ Date : _____

Signature of Office Clk (ARPS, Wokha)

Signature of the Principal

