

Request for TC , CC & SSLC

From

Name :.....
Branch:..... Reg.No:
Adm. No:..... Batch:.....
Date of birth:..... Revision:.....
Mob. No. (Student) :..... Mob. No. (Parent) :.....

To,

The Principal
MPTC

Sir,

As I have completed my diploma course in
Engineering during 201..... - 201....., I kindly request you to return my School certificate and issue the transfer,
course & conduct certificates at the earliest.

Thanking you.

Yours faithfully

Date:.....
Place:Melmuri

Name & Signature of the student

1. Recommendation of the Admission clerk :-

Name & Signature

2.Order of the Principal:-

Permitted

Rejected

Name & Signature of the Principal

Remarks:.....

For office use only

i) TC NO:..... ii) Date:.....
iii) SL No: on TC issue register:.....

Certified that the TC No: and date has been entered in the admission register of the student concerned
Page No:.....and SL No:.....

Name & Signature of the Section in charge