

## Form of Application for Leaving Certificate

Date: \_\_\_\_\_

To,  
The Principal,  
Guru Gobind Singh English School and Junior College,  
Group No. 6, Tagore Nagar,  
Vikhroli East, Mumbai-400083

Respected Ma'am,

Please furnish me with the Leaving Certificate of my ward. The necessary particulars are given below:

Surname: \_\_\_\_\_ Name: \_\_\_\_\_

Gen. Reg. No. \_\_\_\_\_ Std: \_\_\_\_\_ Div: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Date of Leaving: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Parent's Signature: \_\_\_\_\_

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### FOR OFFICE USE ONLY

All fees due have been paid (including month's notice): Yes (     ) No (     )

Name has been cancelled: Yes (     ) No (     )

Office Clerk: \_\_\_\_\_

Principal: \_\_\_\_\_