

# **Shakuntala Krishana Institute Of Technology, Kanpur(D)**

## **Application for Transfer Certificate**

To,

The Principal,  
SKIT CAMPUS,  
Bahabalpur, Kanpur (D).

Subject:- Issue of College Transfer Certificate.

Respected Sir,

I the undersigned is/was student of your college in \_\_\_\_\_ class during academic year \_\_\_\_\_.  
I request you to issue me the college transfer certificate as I am (reason)

\_\_\_\_\_.

My particulars are as under:

Name in full: \_\_\_\_\_.

Roll No.	Year	Academic year	Passing Year	Result Pass/Fail/C.O.	Obtain Mark/ Total Marks	Remarks
Enrollment No.						

I enclose herewith a photocopy of marksheet /passing certificate/fees receipt of \_\_\_\_\_.

Thanking you,  
Yours faithfully,

Sign: \_\_\_\_\_

Date:     /     /

Remark and Sign of Principal:-

Place: \_\_\_\_\_

**No Dues Remarks:**

Library	Computer Lab Fees	College Fees	Hostel Fees	Transport Fees	Other Fine Charge
Signed & stamped By Department	Signed & stamped By Department	Signed & stamped By Department	Signed & stamped By Department	Signed & stamped By Department	Signed & stamped By Department

Student who has received from SKIT Campus should attach the Xerox copy of it along with this form. Fees for the transfer certificate is Rs. 500/-