

To
The Principal
Gurugram Global Heights School
Gurugram

Subject: Application for School Leaving Certificate (SLC)

Please issue SLC to my son/daughter _____ of Class & Section _____ Admission No. _____ Date of Birth _____ as it is difficult for him/her to continue his/her study in the school.

Reason/s for Leaving: _____

Yours faithfully,

Father's Name _____ Signature _____

Mother's Name _____ Signature _____

Address: _____

Contact No. _____ E-Mail: _____

INFORMATION & CLEARANCE FROM VARIOUS INCHARGES

- | | |
|--|---|
| 1. Admission No. _____ | 10. Any Concession _____ |
| 2. Date of admission _____ | 11. General Conduct _____ |
| 3. D.O.B. _____ | 12. C.B.S.E. Reg. No. _____ |
| 4. Previous class _____ | 13. Library _____ |
| 5. Promoted class _____ | 14. Examination Incharge _____ |
| 6. Category (SC/ST/OBC) _____ | 15. De-activation of ID (Tech Incharge) _____ |
| 7. Subjects: _____ _____ | 16. Submission of I-Card Student/Parent _____ |
| 8. No. of attendance days up to date _____ | 17. Fee paid upto _____ |
| 9. No. of School days student attended _____ | 18. Transport user YES/NO _____ |
| | 19. Transport Fee paid upto _____ |

Signature of Class Teacher

Signature of Fee Incharge

V.P./HEADMISTRESS

PRINCIPAL

SLC NO. _____

SIGNATURE OF SLC INCHARGE _____

PS: This form can be downloaded by the parent from school website and submitted via e-mail/by Hand in to the school office.

