

Proforma for Processing Transfer Admission - ICSE

Registration Number

Name of the candidate

School Code of Admitting School

School Name

*Supporting Documents to be attached
(Kindly tick against the boxes)*

Transfer Certificate

Promotion Record *

Attendance Certificate **

Subject Undertaking ***

Original Registration Card

*(copies of
all the
supporting
documents
should be
duly
attested by
the Head
of the
admitting
School)*

Signature of Head of the admitting School

School Seal & Date

*Note * Pass Criteria to be checked by the Head of the admitting School - 35% or more in English and four other subjects*

*** Attendance – minimum 75% in the last class attended*

**** Subject Undertaking – **On school letterhead** by the Head of the admitting School stating that the candidate will be admitted to study with the same subjects that he/she was registered for.*