|  |
| --- |
| Date : T.C. No. \_\_\_\_\_\_\_\_\_\_\_\_\_To,The Principal,Anantrao Pawar College of Engineering and Research,Parvati, Pune – 09.**Subject: - Request to issue College Transfer Certificate.**Sir, I had taken admission to Four Year Bachelor of Engineering Degree Course in (**✓**) B.E. COMP/ CIVIL/ E&TC / I.T. / MECH - in this College in academic year 20\_\_\_\_-20\_\_\_\_.I have successfully completed the said degree course in the year 20\_\_\_\_-20\_\_\_\_. I, therefore, request you to kindly issue me the college transfer certificate. Necessary information is as given below:* Name in full as per SSC mark sheet:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Academic Year of admission taken: (F.E. /D.S.E.) 20\_\_\_\_-20\_\_\_\_ Branch: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Student Mob. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Parent Mob. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Student Email address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Enclosures:** 1. Xerox copy of Final Year Mark Sheet 2. Fee receipts of F.E., S.E., T.E. and B.E.  3. Identity Cards 4. No Dues certificate **(Signature of the Applicant)** Please issue Transfer Certificate.Note: T.C. will be issued within 7 working days after submission of this application. |

|  |  |  |
| --- | --- | --- |
| Date:  |  |  |
| Result verified & Approved for T. C Students Section Incharge | Office Superintendent | Principal |