

LANCER'S CONVENT
OUTER RING ROAD, PRASHANT VIHAR, ROHINI, DELHI-110085

APPLICATION FOR ISSUANCE OF SCHOOL LEAVING CERTIFICATE

I/We wish to withdraw my/our ward from the school. Kindly issue the School Leaving Certificate. Particulars of my/our ward are given below:

TO BE FILLED BY PARENTS

STUDENT DETAILS		
Name of the Student		
Admission Number		Class/Section:
Father's Name		
Mother's Name		
Contact Number	Father:	Mother:
School Dues paid upto :		
Reason for leaving the school:		
Date :		
Signature of the Father:		
Signature of the Mother:		

FOR OFFICE USE ONLY

CLEARANCE REPORT FROM DEPARTMENT IN-CHARGE	
Librarian	
Fee Department	
APPROVAL BY THE PRINCIPAL	
Issuance of School Leaving Certificate Permitted/ Not Permitted	
Date	Principal's Signature
School Leaving Certificate issued vide SLC No.	
Date	Signature Of Authorized Official