

DOLNA DAY SCHOOL & CRECHE

SUBJECT : Transfer Certificates

Parents leaving on transfer etc., who cannot have their children continue in the next session i.e. the 2024-2025 academic session, should submit a written notice (in duplicate) for withdrawal **by the end of February, 2024. *If we do not receive such applications by the end of February, we shall presume that the child will remain on the rolls in the following session.***

All applications for withdrawal reaching us on or after 1st. March will be processed strictly in accordance with the 'rules for withdrawal' stated in our prospectus.

An application for Transfer Certificate must be submitted in duplicate by the day following the publication of the annual results (the last date of the academic session) so that transfer certificate can be prepared and issued promptly. Please note that a minimum of 20 days is required for the issuance of a transfer certificate and the endorsement of the same by the Office of the Council for the Indian School Certificate Examinations.

PARENTS are reminded that ALL FEES for the 2023-2024 FINANCIAL PERIOD i.e. till March 2024, have to be cleared by Friday, the 15th. of March, 2024.

PRINCIPAL
06/02/2024