

WITHDRAWAL

A Transfer Certificate is issued only when the:

- * Written withdrawal notice from the Parent is received by the school.
- * Requisite fee, along with other dues, if any, is deposited by the applicant.
- * Processing Time for preparation of Transfer Certificate: 72 hrs (3 working days) from the date of receipt of written application.

GROUND ON WHICH SCHOOL CAN ASK FOR WITHDRAWAL OF STUDENT

1. Gross Indiscipline.
2. Un-satisfactory progress in studies
3. More than one year's detention in the same class.
4. Non-payment of fee for a quarter by the end of the following month.
5. Shortage of attendance by 15% during the academic year.