



A.T.S.S.'s
College of Business Studies And Computer Applications ,
Chinchwad-Pune-19
(Affiliated to Savitribai Phule Pune University,,Recognized by Govt.of
Maharashtra,
Accreated by NAAC,UGC Recognized Under2(F)&12(B))

TRANSFER CERTIFICATE FORM

To,
The Principal,
ATSS CBSCA,
Chinchwad,Pune-411019
Subject : Request for Issuing

Madam/Sir

I Ms/Mr._____ have passed out First / Second / Third Year Exam held in the Year.....I was studying in of BBA / BBA(CA) /B.Sc(CS)/M.Sc(CS) in your college during the Academic year.....I have taken admission in **A.T.S.S College of Business Studies and Computer Application Chinchwad, Pune-019.**

After 12Th /Diploma/Degree.....

I Request you to please issue me TC My relevant details are furnished below.

- 1.Date of Birth..... (In words).....
- 2.Place of Birth.....Nationality/Domicile.....
- 3.Last college attended prior to ATSS CBSCA.....
- 4.Date of Admission in ATSS BBA,BBA(CA),B.Sc(CS)&M.Sc(CS).....
- 5.Religion.....Caste.....Sub Caste.....
- 6.Category : Open/SC/ST/DTNT/ VJ NT /SBC / OBC
- 7.Year in which last term Kept in ATSS CBSCA.....
- 8.Reason for TC.....

9.I am Enclosing herewith the following document for your record

- A Copy of the mark list of last university examination
- Date of Birth proof School LC/Pancard/Driving Licenance
- Affidavit in case of duplicate T.C
- for migration purpose (Mention in same form requirement of Two Copies of TC[One for TC and another for Migration Purpose]).

10. **“No Dues Certificate”** is enclosed with this Application.

Thanking you,

Date.....

Yours Faithfully

(Signature of Student)

Note: Student should collect their T.C personally

P.T.O

No Dues Certificate

1.Name:

2.Contact No:.....

3.University P.R.No:.....

4.Email :.....

Address.....

.....

.....

No Dues Certificate

Sr. No	Department	Remark	Signature
1	Course Coordinator	DUES/NO DUES	
2	Library	DUES/NO DUES	
3	Placement Section	DUES/NO DUES	
4	Office /Alumina Section	DUES/NO DUES	
5	Administration	DUES/NO DUES	
6	Account Section	DUES/NO DUES	

Certified that there is no outstanding / no dues against

OFFICE USE ONLY

TC No : _____

Date:_____

Authority Signature
ATSS College of Business Studies
And Computer Applications
Chinchwad-19