

From

To,
The Principal
Army Institute of Technology
Dighi Hills, Pune

SUBJECT : APPLICATION FOR TRANSFER CERTIFICATE (TC)

Respected Sir,

1. I, _____ Branch _____ have passed out student from this Institute, hereby request you kindly issue me Transfer Certificate (TC) for my further study/Migration/Lost earlier TC In case of issue of duplicate TC certificate applicant has to submit FIR report copy.

2. My details required for the same are as under :-

Sr. No.	Particulars	Student Information
1.	AIT Merit No.	
2.	FE Admission Year	
3.	Date of Birth	
4.	Place of Birth	
5.	12 th School Name Previous college name for SE/TE/Diploma migrated students	
6.	Xerox Copy of Final (BE) Year Mark Sheet (Attach with Application)	
7.	Mobile No.	

Thanking you

Yours Sincerely

Date :

Verified from our record

(Name & Sign)

(Sign of Student)