

Date: .....

The Principal  
The Indian School  
Kingdom of Bahrain

Sir

Sub: **Request for Certificates [Transcript Form]**

I request you to issue the following certificate (s) for my ward.

Name of the student:..... G.R No..... Class &amp; Div .....

Sl. No.	Certificates	Charges	Tick in appropriate Column
1	Duplicate Report Card for Class ..... for the academic year ..... <i>(Please mention the Classes for which report card is required)</i>	BD 1/-	
2	Transcript for the academic year ..... <i>Please attach copy of the marks statement for the transcripts required)</i>	BD 1/-	
3	Predicted Marks of Class XII Board Exam	BD 1/-	
4	Recommendation Letter from 1)..... 2)..... 3) ..... <i>(Please specify the teacher's name from whom recommendation is required)</i>	BD 1/- for each certificate	
5	Course and Conduct Certificate [X / XII] a) Board Exam Roll No. .... b) Subjects Studied (X/XII) :.....	BD 1/-	
6	Study Certificate	BD 1/-	
7	Others certificates <i>(Please specify)</i> .....	BD 1/-	
8	Attestation of Certificates <i>(Please submit copy of the certificates for attestation)</i>	500 Fills per copy	
9	Additional copies of transcript	500 Fills per copy	
10	Model Exam Mark Sheet	NIL	
11	Duplicate Transfer Certificate (academic year) .....	BD 10/-	

Name of the Parent: ..... Signature: .....

Telephone No (L): ..... (R)..... (O).....

Amount Paid: BD ..... Receipt No..... Date:.....

**For Office Use**

Principal : Approved / Not Approved