

Date:

The Principal
The Indian School
Kingdom of Bahrain

Sir

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

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

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

Board Exam Roll No. (X) Board Exam Roll No. (XII)
(Applicable only for course & conduct certificate and study certificate)

Sl. No.	Certificates	Charges	Tick in appropriate Column
1	Duplicate Report Card for Class..... for the academic year.....	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/-	
5	Course and Conduct Certificate [X / XII] <i>(Please specify the subjects studied in Class X / XII)</i>	BD 1/-	
6	Study Certificate (for DASA)	BD 1/-	
7	Others certificates (Please specify).....	BD 1/-	
8	Attestation of Certificates / Additional copies of transcript	500 Fills per copy	
9	Model Exam Mark Sheet	NIL	
10	Duplicate Transfer Certificate for the year.....	BD 10/-	

Thanking You

Name of the Parent: Signature:

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

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

For Office Use

Principal : Approved / Not Approved