



RAJAGIRI International School LLC

POBOX: 62012, Al-Warqaa 1, Dubai, UAE.

Email: admissions@risdubai.org, Web: www.risdubai.org

T: 04-2800691, F: 04-2800692

To be filled in by the Parent / Guardian:

Name of the student(As in Passport):.....

Admission No:.....Date of Birth:

Grade & Section:

❖ Previous Year:.....

❖ Current Year:.....

Name of Father / Guardian:.....

Address:.....

Telephone No. :(R) (M).....

Reason for Leaving: (Tick the one applicable to you)

- 1. Leaving U.A.E
- 2. Transferring to another school in Dubai Educational Zone.(mention the school name)
.....
- 3. Transferring from Dubai Educational Zone to another Educational Zone within U.A.E.
(mention the Emirate & school name)
.....

Signature:

Date :.....

- TC charge is DHS 100/-
TC charge for the month of March is DHS 200/-
- TC will be issued only if all dues (eg. School fees, Medical, Library...etc) are cleared.
- Handover the filled TC form at the Registrar’s office.
- First-term and mid-term TC is collected from the Registrar’s office on the 8th working day, during the school working hours Sun - Thu (8.00am – 2.00pm)
- End-term TC is collected from the Registrar’s office after 15th April, during the school working hours Sun - Thu (8.00am – 2.00pm)

STRICTLY FOR OFFICIAL USE ONLY

CLASS TEACHER:

Last date of attendance:..... (Please note: Last date attended should be taken from the muster roll)

ATTENDANCE OF THE CURRENT YEAR:

Presentdays (Taken from the muster roll from 1st working day of the academic year to The last date attended by the candidate)

Total working days till the last date attended by the student:

Name of the class teacher.....Signature/date.....

VERIFIED:

Supervisor's name:.....Signature/date.....

Supervisors Remark (if any).....

LIBRARIAN: All books returned:Signature/date.....

CLINIC :..... Signature/date.....

ACCOUNTS:

All school dues cleared till :.....(MONTH)

T.C. Charge is DHS 100/- paid DTD.....SIG.....

REGISTRAR'S DESK:

RECEIVED FROM ACCOUNTS ONSIGNATURE.....