

D.A.V. PUBLIC SCHOOL, AIROLI

Date: 17/01/2023

Dear Parents,

The parents, who wish to withdraw or seeking transfer their ward's name from the school after the ongoing session 2022-23, are requested to apply for withdrawal before 31th January 2023 along with original refundable security deposit receipt. School Leaving Certificate shall be issued after 20th April 2023. Withdrawal Proforma can be downloaded from School website (Format enclosed).

All the parents of the students of Classes Nursery to Class XII are requested to pay the School Fee (from April – 2022 to March – 2023) and other school dues on or before 10th February 2023.

The application for withdrawal shall be processed only after the declaration of result in March 2023 and clearance of school fees. However, once the application is submitted, no request for withdrawal of application shall be accepted for whatsoever reason.

Withdrawal Application received on or after 1st April 2023 shall invite • Quarterly fee (till applied quarter), • Term Fee (I).

All the parents of the students of Class X & XII are requested to pay the school dues on or before 4th Feb. 2023 to get the NOC from the school to obtain Hall Tickets for the Final Examination. Withdrawal Proforma may please be submitted after declaration of Board result.

We sincerely appreciate your keen interest in our educational & developmental activities.

With regards,



Suman Pradhan
Principal

WITHDRAWAL PROFORMA

Date: _____

To,
The Principal
D.A.V Public School, Airoli
Navi Mumbai-400 708.

I / We request you to withdraw my ward's name from the school, the details are as follows:

1. Name of the Student: _____

2. Class _____ Div. _____ Roll No. _____

3. Year of Passing: _____

4. Name of the Father: _____

5. Mobile No. _____ Email ID _____

6. Name of the Mother: _____

7. Mobile No. _____ Email ID _____

8. Reason for Leaving the School: _____

9. School fees paid upto: _____

10. Any other Remark: _____

11. Mandatory documents required along with proforma:

a) Original receipt of Refundable Security Deposit/Caution Money.

(If misplaced attach Notarized Affidavit).

b) Copy of last paid fees receipt.

c) Cancelled Cheque.

12. Name of the Beneficiary: _____

Bank Name: _____ Bank IFSC Code: _____

Bank A/c No. (15 Digits): _____

Signature of Father

Signature of Mother