

**LAST DATE OF SUBMISSION OF APPLICATION 20 MAY, 2016**

ASSAM HIGHER SECONDARY EDUCATION COUNCIL  
BAMUNIMAIDAM : GUWAHATI – 781 021

APPLICATION FOR ADMISSION ON TRANSFER OF REGULAR STUDENTS WHO PASSED THE H S FIRST YEAR  
EXAMINATION, 2016

THE TRANSFER ADMISSION OF REGULAR STUDENT WILL BE ADMISSIBLE ONLY FROM AN INSTITUTION  
TO A PERMITTED/RECOGNIZED INSTITUTION OF THE SCHOOL/COLLEGE

1. Name of the student (IN BLOCK LETTERS).....
2. Father's name .....
3. Guardian's name (In absence of parents).....
4. Address of the students  
(a) Permanent address Vill.....PO.....  
Dist.....PIN.....  
PHONE NO.....  
(b) Present address Vill.....PO.....  
Dist.....PIN.....  
PHONE NO.....
5. Name of the Institution from where transfer is sought.....  
.....
6. Name of the Permitted/Recognized Institution to where transfer admission is sought.....  
.....
7. Have you applied for Registration of name through earlier institution?  YES or  NO
8. Stream & subjects now studying (copy of H S First Year Examination marks sheet of 2016 and H S L C passed marks sheet and admit card duly attested by the Principal concerned must be enclosed)  
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**N.B.** Application shall not be considered if subject(s) proposed by the student is/are not permitted in the recognized/permitted institution of the Council to where transfer is sought.

9. Specific reason(s) for transfer admission with documentary evidence to justify the same.  
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10. Non-refundable application fee of Rs.100 is to be deposited through Bank Draft in favour of the Secretary, Assam Higher Secondary Education Council, Bamunimaidam, Guwahati-21 or Council Challan at Assam Co-operative Apex Bank Ltd. Noonmati Branch.

**11. DECLARATION OF THE APPLICANT**

I do hereby declare that the particulars and information furnished at column 1 to 9 are true to the best of my knowledge and belief. In the event of anything found to be incorrect/false, I shall liable to be debarred from appearing in the ensuing H S Examination conducted by the Council or any such punishment that may be deemed fit and proper by the Council.

Full signature of the applicant

**NB** (a) The transfer will be allowed to genuine and eligible candidate. Submission of application with fee does not guarantee the transfer unless condition(s) are fulfilled.

12. Certificate of the Principal of H S School/College from where transfer is sought.

Certified that I have no objection if the Council allows the transfer of the student from my institution.

Principal  
.....H S School/College  
(with seal)

13. Recommendation of the principal of the institution to where admission is sought-

- a) Certified that the seat is available in this institution
- b) Certified that all the Subjects (except.....if any) studies by the student in the former institution are available in the institution.
- c) Certified that all the subjects (except.....if any) studied by the student in the former institution are permitted by the Council.

Principal  
.....H S School/College  
(with seal)

**THE CAUSE OF TRANSFER SHALL BE CONSIDERED ON THE FOLLOWING CONDITIONS ONLY**

- 1. Transfer of parents in service. Attested copy of order of transfer of parents from competent authority and certified from the Controlling Officer after joining in the new place of posting is to be submitted.
- 2. Unavoidable change of residence of parents (in the event of death of parent)  
CERTIFICATE OF CHANGE OF RESIDENCE of legal guardian to be produced from the Concerned Revenue Authority where transfer is sought (viz. DC, SDO and Settlement Officer/Circle Officer)
- 3. In case of the female candidate change of place / residence due to Marriage (candidates shall have to submit Court Affidavit of Marriage, who seek transfer on the ground of marriage)

**HOWEVER THE COUNCIL MAY CONSIDER CASE(S) DEPENDING ON MERIT.**

**NB : Application for transfer will not be considered if the institution falls within the same city/town area,**

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