

Swami Vivekanand Vidyaprasarak Mandal's
College of Commerce
(Recognized by Govt. of Goa, UGC under section 2f of UGC act 1956
& Affiliated to Goa university)
Borim, Ponda Goa

From: _____

Date: _____

To
The Principal,

Sir/ Madam

I beg to start that I am seeking admission to the _____
Class of SWAMI VIVEKANAND VIDYAPRSARAK MANDAL's COLLEGE OF
COMMERCE, BORI, PONDA- GOA, and have therefore, to request you kindly to send my
transference certificate to the Principal SWAMI VIVEKANAND VIDYAPRSARAK
MANDAL's COLLEGE OF COMMERCE, BORI, PONDA- GOA.

I attended the _____ class (Div. _____ & Roll no. _____)
During the 1st halt/ 2nd half of the academic year _____ and passed/ failed the
University Examination held in the month and year _____ with the Examination seat
no. _____ Roll no. _____)

Yours faithfully,

(Candidate's Signature)

Full Name: _____

Ref. No.:

Date: _____

Forwarded with compliments to the Principal _____

_____ College for favor of early compliance.

Principal
SVVM's College of Commerce
Bori, Ponda- Goa