

Date: - ____/ ____/ 20____

To,
Principal,
M.M.C.O.E.,
Pune-52

Subject: - Application for Leaving / Transfer Certificate for Applying Migration
Certificate from SPPU purpose.

Respected sir,

I, Mr./Ms. _____ is / was admitted in First /
Direct Second Year student of _____ Branch from
A.Y. 20____ -20 ____ to A.Y. 20____ -20 ____ . I have passed / appeared last exam in
Nov / May 20____ with _____ Grade.

I have paid applicable fees of Rs. _____/- wide receipt no. _____
dated _____ for Leaving / Transfer Certificate for Applying Migration
Certificate from SPPU purpose.

Thanking you,

Yours obedient,

Sign.: - _____

Mr. / Ms. _____

Mob. No. _____

Enclosed-

1. Xerox copy of Leaving / Transfer Certificate of MMCOE.
2. Xerox copy of Migration Fees Paid receipt.