



THE WEST BENGAL MADRASAH SERVICE COMMISSION

Bikash Bhavan, (2nd floor) East Block, Salt Lake, Kolkata - 700091
Tel: 033-23213615 # email: wbmsc18@yahoo.com # website: www.wbmsc.com



Memo No.:MSC/GT/Verification/1144

Dated : 24/02/2026

From:

The Secretary,
West Bengal Madrasah Service Commission
Bikash Bhavan (2nd Floor), Saltlake
Kolkata - 700 091.

To

SAHANA PARVEEN
MOKIMUDDIN AHMED
VILL RATANPUR ; P.O. SAMSI ; P.S. RATUA DIST MALDA
SAMSI, RATUA
Malda - 732139

Sub: Verification of documents of Candidates who applied for General Transfer in the post of HM in High/HS Madrasah(HM)

Ref: Application ID: GENTR32161

Madam/Sir,

With regard to the above subject and reference, I am directed to request you to appear before the **Verification Board No. - 2**, constituted by the Commission at **Maulana Abul Kalam Azad Bhawan, DD-45, Salt Lake, Kolkata-700064** for verification of documents on **27/02/2026 at 10:30 A.M**

Please bring the following documents **in Original** along with one (1) set of **xerox/ photocopy**:

1. Transfer Application with original signature (which was uploaded online)
2. Recommendation Letter (All, if posted in multiple Madrasahs/Schools)
3. Appointment Letter of Serving Madrasah
4. Joining Letter of Serving Madrasah
5. Approval Letter of Serving Madrasah
6. Document of Confirmation of Service
7. No Objection Certificate from serving Madrasah.
8. Two (2) recent passport size colour photographs. (Xerox/ photocopy not required)
9. Distance Certificate (which was uploaded online)
10. Pay Slip (which was uploaded online)
11. Certificate of Marital Status (Single/Separated/Widow) (Female Candidate Only)
12. Distance Certificate of Spouse Workplace (If more than 50 KM)
13. Service Book with documents of Pay Fixation
14. Aadhaar Card/ Voter ID Card/Driving License
15. Copy of letter of Objection against any Candidate(if any), submitted to the Commission

You are further requested to submit one copy of this letter for verification to your serving Madrasah for record.

Yours faithfully,

Secretary

West Bengal Madrasah Service Commission

Date - 24/02/2026

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Copy forwarded for information & necessary action to :

The Secretary /Administrator .
BHAGABANPUR GIRLS HIGH MADRASAH
MALDA

Secretary

West Bengal Madrasah Service Commission