

The Right to Information Act, 2005

Application for Obtaining Information

From:

Md Sameer Sameer
Rahmathnagar, Telangana – 500045
Email: filemyrtiofficial@gmail.com
Phone: 6302539844

To:

The Public Information Officer
Collector office, Hyderabad,
Telangana, India.

Subject: Request for Marksheet Verification Under the RTI Act, 2005

Dear Public Information Officer,

Under Section 6(1) of the Right to Information Act, 2005, I request verification of my academic records.
The details of my request are as follows:

Details of the Applicant:

- **Name:** Md Sameer Sameer
Address: Rahmathnagar, Telangana – 500045
Email: filemyrtiofficial@gmail.com
Phone: 6302539844

Details of Information Required:

- **Course Name:** bcom
University: ou
Roll Number: 123
Year of Study: 1991
Additional Information: march 1999 pass out

Requested Information:

1. Verification of the authenticity of the marksheet issued by [test university] for the [test] course.
2. Certified copy or confirmation of records related to the completion of the course.
3. Confirmation of appearance, result, and passing status for the said course.
4. Name and designation of the officer or department responsible for academic record verification.
5. Timeline and process for marksheet verification as per your university's Citizen Charter.

Application Fee Details:

Application fee of Rs. 10/- paid by Court Stamp Fee

Below Items for Your Kind Consideration:

- a. If the requested information is held by another public authority, please transfer this application as per Section 6(3) of the RTI Act.
- b. If additional fees are required, please inform me as per Section 7(3).
- c. I prefer to receive the response via email. If not possible, please send clear photocopies to my address mentioned above.
- d. Kindly provide details of the First Appellate Authority as per Sections 7(8)(iii) and 7(3)(ii).

Declaration:

I declare that I am a citizen of India and entitled to seek information under the RTI Act, 2005.

Yours faithfully,

Sam

md sameer sameer

Date: 15/05/2025