

**THE RIGHT TO INFORMATION ACT, 2005**  
(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

KARNATAKA DEPARTMENT OF PRIMARY & SECONDARY EDUCATION

[Office Address]

Subject:

Request for Information under RTI Act, 2005

Respected Sir/Madam,

I, [Applicant Name], am filing this RTI application under the Right to Information Act, 2005. Kindly provide the following information:

1. Certified details of school recognition, approval, and affiliation for [School Name].
2. Certified copy of staff appointments, qualifications, and approval records.
3. Certified information regarding student enrollment, attendance, and dropout statistics.
4. Certified details of grants, funds released, and utilization certificates.
5. Certified inspection reports and compliance notes issued to the school.
6. Certified syllabus, curriculum, and academic guidelines issued.
7. Certified records of complaints, inquiries, and actions taken.

Application Fee

■10/- IPO / Court Fee Stamp / Online payment / DD

Declaration & Requests

I am a citizen of India.

If information pertains to another authority, kindly transfer it under Section 6(3).

If additional fee is required, inform me under Section 7(3).

Please provide FAA details in the reply as per Section 7(8).

Yours sincerely,

Applicant Name