

**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 HIGHER EDUCATION DEPARTMENT

[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 affiliation, accreditation, and university approval for [College Name].
2. Certified information on sanctioned courses, seat matrix, and intake capacity.
3. Certified details of faculty appointments, qualifications, and service records.
4. Certified audit reports, grants released, and utilization statements.
5. Certified inspection and NAAC assessment reports.
6. Certified student grievance redressal records and action taken.
7. Certified details of pending proposals or approvals.

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