

THE RIGHT TO INFORMATION ACT, 2005

(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Telangana Technical 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 approval and affiliation status of [Polytechnic/Engineering/Technical College Name] under the Technical Education Department.
2. Certified details of sanctioned intake capacity and seats allotted for the academic year [Year].
3. Certified details of teaching and non-teaching staff including sanctioned posts and vacancies.
4. Certified copies of inspection and audit reports for the institution for the period [from] to [to].
5. Certified details of fund allocation and expenditure records received by the institution.
6. Certified details of student enrollment and pass percentage data for the last academic year.

7. Certified details of scholarships and fee reimbursement issued to students.
8. Name, designation, and contact details of the officer responsible for maintaining these records.

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, please inform me under Section 7(3).

FAA details may kindly be provided as per Section 7(8).

Yours sincerely,
Applicant Name