

Check an answer-sheet RTI fee

Use this for your own answer sheet held by a public body. A university copy scheme and an RTI request are separate routes.

1. Put these items in one file

- ☐ Your original RTI and its reference number
- ☐ Filing receipt or delivery proof
- ☐ Fee notice and proof of when you received it
- ☐ Exam name, session, paper code and your roll number
- ☐ The fee rule or university notice named in the reply

2. Check the correct rule

Central RTI: ₹10 application; ₹2 per A3 or smaller page. Only postage above ₹50 may be added. Rule 5 provides BPL fee relief with the required government certificate. The first appeal on RTI Online is free.

For a state body, check its own RTI rules. Ask for the page count, rate and fee calculation if these are missing.

3. Write down your dates

Fee notice received: _____

First appeal filed: _____

Appeal receipt or tracking number: _____

For a fee decision, file the first appeal within 30 days of receipt. If late, explain why and request acceptance. The first appeal decision is due in 30 days, or up to 45 with written reasons.

Keep your exam scheme deadline in view. Do not assume RTI extends it.

Sources: RTI Act sections 7(3), 19(1), 19(6); central RTI Rules 3-5; RTI Online FAQ. Primary source links and the CIC order are on the article page.

Ask for the correct RTI fee

For a central public body. Replace the fee-rule line for a state body. Delete points that do not fit your case. Send this to the authority, not RTI Wiki.

To: The First Appellate Authority
[Public university or exam body]
[Official address or portal]

Subject: First appeal under Section 19(1), RTI Act, 2005

RTI reference: [number and date]

Fee notice: [date]

Date I received the notice: [date]

I asked under RTI for a copy of my own evaluated answer sheet for [exam, session, subject, paper code, roll number].
The PIO asked for ₹[amount], citing [rule or notice].
I challenge this fee decision for these reasons:

1. I used the RTI route. Rule 4(a) of the central RTI Rules, 2012 sets ₹2 per page for A3 or smaller paper.
[For a state body, replace this with its applicable rule.]
2. [Use only if true] The notice does not show how the fee was calculated, as required by Section 7(3).
3. I rely on Section 22 and ICSI v. Paras Jain, Civil Appeal 5665/2014, decided on 11 April 2019.
RTI requests must use the applicable RTI fee rules.

Please review the charge, issue a correct fee notice if a fee is due, and provide the answer-sheet copy.
I am willing to pay the fee lawfully due under RTI.

Attachments: RTI application, filing receipt, fee notice, proof of receipt, and the rule or judgment relied on.

[Name and contact address]
[Date and signature, if filed on paper]