

University Letterhead

Date: [Insert Date]

Dr. [Recipient's Name]
[Recipient's Title]
[Department/Faculty]
[University Name]
[University Address]

Dear Dr. [Recipient's Last Name],

I am writing to formally acknowledge and express our gratitude for your invaluable contribution to the international research collaboration titled "[Research Project Title]." Your expertise and dedication have significantly enhanced the quality of our work.

Your involvement in [specific contributions, e.g., data analysis, project management, etc.] has been instrumental in achieving our project objectives. The insights you provided during our joint meetings and conferences were greatly appreciated and have helped to foster a productive collaborative environment.

We look forward to future opportunities to work together and explore new avenues for research that can further benefit our institutions and the scientific community at large.

Thank you once again for your exceptional contribution. Please feel free to reach out if you have any questions or require further information regarding our project.

Warm regards,

[Your Name]
[Your Title]
[Department/Faculty]
[University Name]
[Contact Information]