

Resignation Letter for Research Fellowship

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Institution/Organization Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally resign from my position as a research fellow at [Institution/Organization Name], effective [last working day, typically two weeks from the date above].

It has been a valuable experience for me, and I truly appreciate the opportunities for professional and personal development that I have received during my time here. I am grateful for the support and guidance from you and my colleagues.

I hope to keep in touch in the future. Thank you once again for the opportunity to be a part of [Institution/Organization Name].

Sincerely,

[Your Name]