

Follow-up Inquiry on Ethics Approval

Date: [Insert Date]

To: [Insert Ethics Committee Name]

From: [Your Name]

Subject: Follow-up on Ethics Approval Application - [Your Project Title]

Dear [Ethics Committee Chair's Name],

I hope this message finds you well. I am writing to follow up on my ethics approval application submitted on [Insert Submission Date] for the project titled "[Your Project Title]." As my research timeline is progressing, I would appreciate any updates regarding the status of my application.

If there are additional documents or information required to facilitate the review process, please let me know, and I will provide them promptly.

Thank you for your attention to this matter. I look forward to your response.

Best regards,

[Your Name]

[Your Position/Title]

[Your Institution]

[Your Contact Information]