

Inquiry Regarding Study Status

Date: [Insert Date]

To: [Ethical Review Board Name]

From: [Your Name]

[Your Institution]

[Your Email Address]

[Your Phone Number]

Dear Members of the Ethical Review Board,

I hope this message finds you well. I am writing to inquire about the current status of the ethical review process for the study titled "[Study Title]," which was submitted on [Submission Date].

As the principal investigator, I understand the importance of thorough review, and I appreciate the board's dedication to ensuring ethical standards. However, I would be grateful if you could provide an update regarding the progress of the review or any anticipated timelines.

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

Sincerely,

[Your Name]

[Your Position]

[Your Institution]