

Letter Template for Dual Submission Policy Amendment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Institution/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to propose an amendment to the existing dual submission policy currently in place at [Institution/Organization Name]. As a [Your Position/Title] and a contributor to the ongoing discourse in our field, I believe that adjustments to this policy could enhance the collaborative and innovative potential of our research community.

Currently, the dual submission policy restricts authors from submitting their work to multiple journals simultaneously. I suggest that we consider a provision allowing for dual submission under specific circumstances, such as [Insert specific circumstances or examples]. This change could streamline the peer review process, encourage collaboration, and promote wider dissemination of research findings.

I would appreciate the opportunity to discuss this suggestion further and explore potential implications for our institution. Thank you for considering this proposal. I look forward to your response.

Sincerely,

[Your Name]

[Your Position/Title]