

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Institution]

[Institution Address]

[City, State, Zip Code]

Dear [IRB Chair's Name or IRB Committee],

I am writing to express my heartfelt gratitude for the approval granted by the Institutional Review Board for my research project titled "[Project Title]." I truly appreciate the time and effort the board dedicated to reviewing my proposal.

Your thoughtful feedback and guidance were invaluable, and I am eager to move forward with this important research that aims to [briefly describe the purpose of your research].

Thank you once again for your support and for enabling me to contribute to our understanding of [relevant field or subject]. I look forward to keeping you updated on the progress of my study.

Sincerely,

[Your Name]

[Your Contact Information]