

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Department Name]

[University Name]

[University Address]

[City, State, Zip Code]

## **Subject: Proposal Submission for PhD Dissertation Research**

Dear [Recipient Name],

I am writing to formally submit my proposal for my doctoral dissertation research titled "[Insert Proposal Title]." This research seeks to explore [briefly outline the aims and significance of the research].

The proposed study will utilize [briefly describe the methodology] to investigate [state research questions or hypotheses]. I believe the findings will contribute substantially to the field of [mention relevant field].

Enclosed with this letter are the detailed proposal document and any additional materials required. I am enthusiastic about the opportunity to pursue this research under your guidance and welcome any feedback you may have.

Thank you for considering my proposal. I look forward to your response.

Best regards,

[Your Name]

[Your University Department]

[Your University Name]