

Letter of Collaboration

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to present you with our educational ethics guidelines for collaboration with external partners. As we enter into this collaboration, it is essential to establish a mutual understanding of our commitments to ethical practices, integrity, and respect.

Guidelines

1. **Commitment to Integrity:** All parties must engage in honesty and transparency in all dealings.
2. **Respect for Confidentiality:** Information shared must be treated as confidential unless otherwise agreed upon.
3. **Cultural Sensitivity:** All activities must respect cultural differences and promote inclusivity.
4. **Accountability:** Each party must take responsibility for their actions and adhere to the agreed terms.
5. **Shared Goals:** Collaboration should aim to achieve common educational objectives.

We believe that adhering to these guidelines will foster a positive and productive partnership. We look forward to your feedback and aligning our practices to further enhance our collaboration.

Thank you for your attention to these important matters.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]