

Ethics Approval Request

Date: [Insert Date]

To: [Institutional Review Board Name]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear Members of the Institutional Review Board,

I am writing to formally request ethics approval for my research project entitled "[Title of Research Project]." This study aims to [briefly describe the objective of the study, e.g., investigate the effects of XYZ on ABC].

The study will involve [indicate the participants, methods, and any specific interventions or questionnaires]. The research will be conducted in accordance with ethical standards, and I have ensured that all necessary measures are in place to protect the rights and welfare of the participants.

Attached to this letter are the following documents for your review:

- Research Proposal
- Consent Form
- Survey Instruments/Questionnaires
- Data Management Plan

I appreciate your consideration of my application and am happy to provide any further information or clarification if needed. I look forward to your response.

Thank you for your attention to this matter.

Sincerely,

[Your Full Name]

[Your Position/Title]

[Your Department]

[Your Institution]

[Your Contact Information]