

Inquiry for Ethics Committee Approval

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Institution]
[Your Contact Information]

To: [Ethics Committee Chair/Committee Name]
[Committee Institution]
[Committee Address]

Dear [Chair's Name or "Members of the Ethics Committee"],

I am writing to formally inquire about the approval of my research proposal entitled "[Title of Your Research]". The aim of this research is to [briefly describe the aims of your research].

As part of this research, I intend to [briefly outline the research process, participant involvement, and any potential ethical concerns]. I believe this study will contribute to [explain the potential impact or significance of the research].

I kindly request guidance on the necessary steps to obtain ethics committee approval for my research. If possible, I would appreciate any information regarding submission deadlines, required documentation, and any relevant forms that need to be filled out.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Position]
[Your Institution]