

# Request for Research Approval

Date: [Insert Date]

To,

[Name of the Approving Authority]

[Title]

[Department/Faculty]

[University/Institution Name]

[Address]

Dear [Approving Authority's Name],

I hope this message finds you well. I am writing to formally request your approval to conduct research for my graduate thesis titled "[Thesis Title]." As part of my [Program Name] at [University Name], this study aims to [briefly explain the purpose of your research].

The research will involve [briefly outline the methodology, including any participants, data collection methods, etc.]. I believe that this study will contribute valuable insights into [mention the significance or potential impact of your research].

I assure you that all ethical considerations will be strictly adhered to, and I will maintain the confidentiality of any sensitive information. I have attached a detailed research proposal for your review.

I appreciate your consideration of my request and look forward to your positive response. Please feel free to contact me at [Your Email] or [Your Phone Number] should you require any further information.

Thank you for your time and support.

Sincerely,

[Your Name]

[Your Student ID]

[Your Program and Year]

[University Name]