

	Cover Letter for Ethical Clearance	AF 09-001/01.0	Page 1	
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Prepared by: NIH - IRC Reviewed by:		Approved by: Effective date:		

ANNEX IX
(AF 09-001/01.0)

Format of cover letter to NIH – IRC for Ethical Clearance

To,
The Member secretary,
Norvic International Hospital,
Institutional Review Committee

Date:

Subject: Application for ethical approval

I am going to conduct a research project entitled [TOPIC] at Norvic International Hospital, Thapathali, Kathmandu. I am fully aware about the ethical concern and will be maintained in the course of study.

I wish to submit the above proposed project for ethical review by the Institutional Review Committee.

I have enclosed following documents:

- A signed copy of application form and the proposal.
- Appendices
 - Letters of invitation to participants, consents forms.
 - Research tools.
 - Subject to approval, letters of support and permission.
- A summary of Project.
- A short version of my CV.
- Other relevant documents.

Thanking you with anticipation of your early responses.

Yours Sincerely,

Name of the Applicant:

Signature:

Date: