

[INSTITUTION LETTERHEAD]

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[DATE]

To whom it may concern:

[INSTITUTION NAME] is pleased to participate in the SAIL Platform project hosted as part of the Open Learning Initiative (OLI), and in associated research and data-sharing activities as approved by Carnegie Mellon University's Institutional Review Board. We understand that our involvement will include the use of the SAIL Platform courseware by our educators and learners.

The SAIL Platform will provide mechanisms for users to opt-in and out of participation in this research; data from users that choose to participate will be loaded to the SAIL Platform repository as a research dataset. As part of this loading process, data will be de-identified using standard techniques. Access to this data will be limited to researchers who register with and are granted approval by the SAIL Platform investigators. This data will be used for research in multiple contexts, including improvement of the SAIL Platform courseware and tools, investigations into innovative approaches to learning, evaluations of the courseware's efficacy and other research into human learning.

In my capacity as [TITLE], I am authorized to approve participation by our faculty and students in research studies. I have reviewed the information above, as well as related materials (SAIL Platform Learning Data Inventory, SAIL Platform Learning Research and Data Policy, CMU IRB Protocol), and I grant approval for [INSTITUTION NAME] faculty and staff to participate in this research.

We thank you for the opportunity to participate and look forward to both the use of the SAIL Platform materials and the outcome of this research.

Sincerely,

[NAME]

[TITLE]