

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Institution/Organization Name]  
[Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: IQ Test Results Details

I hope this letter finds you well. I am writing to provide you with the detailed results of the recent IQ assessment conducted on [date of assessment] at [testing location]. The purpose of this assessment was to measure my cognitive abilities and intelligence across various domains.

**\*\*Test Overview:\*\***

- **\*\*Test Name:\*\*** [Name of the IQ Test]
- **\*\*Date Administered:\*\*** [Date]
- **\*\*Administrator:\*\*** [Name of the administering professional or organization]

**\*\*Results Summary:\*\***

- **\*\*Overall IQ Score:\*\*** [Overall IQ Score]
- **\*\*Percentile Rank:\*\*** [Percentile Rank]
- **\*\*Age-Adjusted Score:\*\*** [Age-Adjusted Score] (if applicable)

**\*\*Subtest Scores:\*\***

- **\*\*Verbal Reasoning:\*\*** [Score]
- **\*\*Quantitative Reasoning:\*\*** [Score]
- **\*\*Abstract Reasoning:\*\*** [Score]
- **\*\*Spatial Reasoning:\*\*** [Score]
- **\*\*Memory:\*\*** [Score]

**\*\*Interpretation of Results:\*\***

The overall IQ score indicates [brief interpretation of what the score suggests about cognitive abilities]. The scores across different subtests reflect strengths and areas for improvement, particularly in [identify specific areas].

**\*\*Next Steps:\*\***

Based on these results, I would like to discuss potential options for [any relevant actions, such as further assessments, educational opportunities, or interventions]. Please feel free to contact me at your earliest convenience to arrange a meeting.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]