

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

[Recipient's Name]
[Recipient's Title]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: IQ Test Results and Interpretation

I hope this letter finds you well. I am writing to inform you of the findings from the recent IQ testing conducted on [Date of Testing] for [Individual's Name].

Test Overview

The IQ test administered was the [Name of Test], which is designed to assess a person's cognitive abilities in various areas.

Results Summary

- **Total IQ Score**: [Score]
- **Percentile Rank**: [Percentile Rank]
- **Subtest Scores**:
 - Verbal: [Score]
 - Performance: [Score]
 - Processing Speed: [Score]
 - Other relevant subtests: [Scores]

Interpretation

[Provide a brief analysis of the results, what they indicate about the individual's cognitive abilities, and any relevant insights.]

Recommendations

[Offer any recommendations based on the findings, such as further evaluations, educational support, or enrichment opportunities.]

Please feel free to reach out if you have any questions or would like to discuss these findings further.

Thank you for your attention to this important matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title]
[Your Organization]