Dear [BOSS]:

In early winter, Arudia will host [The Arudia Leadership & Management Academy’s](https://arudia.com/courses/alma/) Core Training in Managerial Excellence. I request your approval to participate in the Academy on Wednesdays from noon to 1:30 pm, February 16 through March 30, and a 30-minute webinar each month for the next ten months. I’ll be able to earn a Certificate in Managerial Excellence and a Certificate in Leadership Excellence. I am committed to developing my management and leadership skills and bringing those upgraded skills to bear on my work. I would appreciate your support. The cost is only $575 or $660 with the upgraded version of the Actualized Leader Profile.

The Arudia Leadership & Management Academy is a year-long membership in a platform developed to upgrade its members’ ability to lead, manage, and collaborate. As members improve their leadership and management skills, they amplify resilience, objectivity, and awareness of self and others as they learn actionable approaches to people problems. The programming is live and virtual, with on-demand resources to meet the needs of busy people. Additionally, the year-long programming will support me in learning and applying specific skills. In particular, as a result of enrolling in the program, I will improve my capacity to:

* Leverage each staff person’s problem-solving styles because I understand what they need from me as a manager and leader;
* Utilize coaching skills, to support colleagues in doing their best thinking, improve engagement, and create authentic alignment;
* Amplify the strengths of my own leadership style, including improving team culture; and
* Create alignment by transforming difficult conversations into opportunities for improvement.

Joining the Arudia Leadership & Management Academy would benefit the team/the organization by:

* [add project or initiative]
* [add project or initiative]
* [add project or initiative]

Thank you for considering my request.

All the best,

[YOUR NAME]