

Subject: Seeking approval to enroll in the LeadHER Network

[Insert date]

Dear [Supervisor Name],

I would like your approval to enroll in the LeadHER Network, a monthly membership program for high-performing and highly ambitious women who want to break through their career plateaus and accelerate their growth.

The program was created and is led by Harriette Schumacher, a certified executive coach, women's leadership expert, and CEO of Big Leap Leadership. For over 20 years, she's led business and leadership transformation for a global clientele, including Fortune 500 leaders.

Specifically, here's what I'll achieve by attending this program:

- Strengthen my overall leadership performance
- Hone my communication skills and decision-making abilities
- Expand my emotional intelligence while learning how to lead more productive, healthy teams

I'll be able to share key takeaways and best practices with my team.

The investment is \$500 +HST CAD for 12 months. This is a special rate only offered until June 20, 2021. After that, the price goes up to \$900 + HST CAD for 12 months.

I am requesting the company cover the cost of the program.

If you'd like more information, you can [learn more about the program here](#).

Thank you for considering this request. I look forward to talking to you about this in more detail.

Sincerely,

[Your Full Name]